

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
March 24, 2026
SEAFORD CITY HALL - 414 HIGH STREET

The meeting will be streamed via live feed.

To view a live meeting visit one of the links below:

- On our website: www.seafordde.com/meetinglivefeed
- On Facebook: www.Facebook.com/cityofseaford
- On YouTube:
<http://www.youtube.com/c/CityofSeafordDe19973>

To view this meeting agenda and supporting documentation visit our website:
www.seafordde.com/government/mayor_council/council_agendas_minutes

Comments and questions may be emailed to:
Councilinfo@seafordde.com

7:00 P.M. Mayor MacCoy calls the Regular Meeting to order.
Invocation.
Pledge of Allegiance to the Flag of the United States of America.
Executive Session:
 1. Negotiations
 2. Personnel.
Changes to the agenda for this meeting.
Approval of the minutes of the regular meeting on March 10, 2026.

ALL ITEMS ON THIS AGENDA MAY OR MAY NOT BE VOTED ON.

PUBLIC COMMENT:

1.

CORRESPONDENCE:

1.

PUBLIC HEARING:

1. Present for a second reading revisions to Chapter 15 of the Municipal Code that would add requirements for parking areas for vehicles being used by people with disabilities.

NEW BUSINESS:

1. Owners of the Seaford Inn motel to provide an update of repairs and improvements to the facility for the Council.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

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2. June Merritt, Director of Finance, to present for approval an Audit Services RFP recommendation.
3. Bids - CCTV Sewer Inspection.
4. Greg Brooke, Director of Electric, to present a recommendation from the Electric Committee regarding future improvements to the Ross Substation.
5. Present for a first reading revisions to Chapter 9, Article 1, of the Municipal Code that would update the City Plumbing Code to the 2021 edition of the International Plumbing Code with amendments.
6. Present for a first reading revisions to Chapter 4, Article 1, of the Municipal Code that would adopt the current edition of the International Energy Conservation Code (IECC), as adopted by the State of Delaware.
7. Present for approval a non-discrimination policy statement (to be included on the City website) and a public grievance procedure.

OLD BUSINESS:

1. Present for a second reading revisions to Chapter 15 of the Municipal Code that would add requirements for parking areas for vehicles being used by people with disabilities.
2. Present for a second reading revisions to Chapter 4, Article 1, of the Municipal Code that would update the City Building Code to the 2021 edition of the International Building Code with amendments

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Saturday, March 28th, at 10:00 AM-12:00 Parks & Rec annual Easter Egg Hunt taking place at Seaford Parks & Rec Dept.
2. City offices and Utility Divisions will be closed on Friday, April 3, 2026, for the Good Friday Holiday.
3. Sussex County Association of Towns Dinner will be hosted by Slaughter Beach on Wednesday, April 1, 2026.
4. Light It Up Blue - Autism Awareness Ceremony, Thursday, April 2nd, 6:30 p.m. at Gateway Park.
5. City-wide Clean Up Week; May 11th - 15th.
6. Berley Mears, Director of Public Works will be Acting City Manager March 30, 2026 through April 3, 2026.

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REGULAR MEETING OF THE MAYOR AND COUNCIL

March 24, 2026

CITY OF SEAFORD

Municipal Election – Saturday, April 18, 2026

The City of Seaford Municipal Election will be held on Saturday, April 18, 2026, in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

Two (2) Council Member Seats (3-year Term)

Vice-Mayor Dan Henderson has filed for reelection.

Councilman Mike Bradley has filed for reelection.

Roberto Santos has filed for Council.

THE MAYOR POSITION IS UNCONTESTED. PURSUANT TO DE CODE TITLE 15, SECTION 7555(J) AND CITY OF SEAFORD CHARTER SECTION 7(A) THIS POSITION WILL NOT APPEAR ON THE BALLOT AND THE CANDIDATE WILL ASSUME OFFICE WITHOUT ELECTION ON MAY 12, 2026

To be eligible to vote, anyone eighteen (18) years of age or older who is a bona fide City of Seaford resident and US Citizen **must have been registered at the State of Delaware Department of Elections by 4:00 p.m., E.S.T. on Friday March 27, 2026.**

Nonresident property owners must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 18, 2025) and shall have one vote **provided he or she is registered in the “Books of Registered Voters” maintained at the City Hall by 4:00 p.m. E.S.T. on Friday, March 27, 2026. Registration hours are Monday through Friday, 7 a.m. until 4 p.m., or by appointment if you cannot register during these normal business hours.**

All voters will need to show proof of residency which may be a State of Delaware driver’s license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership.

LIAISON REPORTS:

1. Code, Parks and Recreation – Councilwoman Stephanie Grassett
2. Police & Fire – Councilman Dan Henderson
3. Administration – Councilman Orlando Holland
4. Electric – Councilman Mike Bradley
5. Public Works & WWTF – Councilman Alan Quillen

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

March 24, 2026

Mayor MacCoy solicits a motion to hold an Executive Session for the purpose of discussing personnel.

EXECUTIVE SESSION:

1. Negotiations

2. Personnel.

Mayor MacCoy solicits a motion to adjourn the Executive Session.

Mayor MacCoy reopens the regular Council meeting.

City Council to act on items discussed in Executive Session.

Mayor MacCoy solicits a motion to adjourn the regular Council meeting.

NOTE: Agenda shall be subject to change to include or delete additional items (including executive session) which arise at the time of the meeting. (29 Del. C. S1004 (e) (3))

Date Posted: 03/16/2026 Revised: 03/18/2026

Posted by: BAS

To: Charles D. Anderson, City Manager
From: Audit Committee
June Merritt, Director of Finance & Human Resources
Date: March 11, 2026
RE: Audit Services RFP – Recommendation



NB# 2
3/24/26

The City solicited the services of qualified firms of certified public accountants to audit its financial statements for the five fiscal years ending June 30, 2026, 2027, 2028, 2029, and 2030 and to prepare the Data Collection Form for the same fiscal years.

We advertised and sent requests for proposals to six companies and received three responses. The three responding firms were reviewed for their cost proposals and how well they completed the specifications in the RFP. Each firm was scored on the ability to have qualified available staff, experience with governmental audits, understanding of the scope of the audit, location of firm, price, and the rater's confidence in the firm.

The three firms were SB & Company LLC, PKS & Company P.A., and Lank, Johnson & Tull, CPAs with an average score of 80, 85 and 70, respectively. SB & Company LLC has the lowest five-year audit services fee in the amount of \$124,400. Also, they are the incumbent audit services firm.

I am recommending that the City award the contract for audit services to the low bidder, SB & Company LLC, based upon our review of their submittal.

City of Seaford
Audit Services Proposal Results
3/11/2026

	SB & Company LLC	PKS & Company, P.A.	Lank, Johnson & Tull, CPAs
Points from Rating Sheet 100			
Points Maximum	80	85	70
FY 2026	22,850.00	28,000.00	68,000.00
FY 2027	23,800.00	28,750.00	70,500.00
FY 2028	24,800.00	29,000.00	72,500.00
FY 2029	25,900.00	29,750.00	74,000.00
FY 2030	27,050.00	30,000.00	75,000.00
Total Fee	124,400.00	145,500.00	360,000.00

NB#3
3/24/24

March 19, 2026

206 West Main Street
Salisbury, MD 21801

410.742.3115

salisbury@gmbnet.com

gmbnet.com

City of Seaford
414 High Street
Seaford, DE 19973Attn: Mr. Charles Anderson
City ManagerRe: Recommendation for Award of Services Contract
Sewer CCTV Investigation – Phase 1
Seaford, Delaware
GMB File No. R25267

Dear Mr. Anderson:

Bids for the referenced project were opened and read aloud publicly at the City of Seaford Council Chambers at 11:00 a.m. on Monday, March 16, 2026. A total of six (6) Bids were submitted by Contractors from Delaware, New Jersey, and Maryland. Bids ranged from \$65,122 to \$194,714. Under the DNREC Wastewater Matching Planning Grant, the City has budgeted \$75,500 to complete this work. A tabulation of the Bids is enclosed with this letter of recommendation for award.

The lowest total base Bid was submitted by Metra Industries of Little Falls, NJ in the amount of \$65,122.21. The second lowest Bid was submitted by Tri-State Sewer Services, LLC of Newark, DE in the amount of \$68,281.00.

GMB has reviewed Bids received and we offer the following comments:

- All Bidders acknowledged receipt of addenda 1 and 2.
- The lowest Bid is approximately \$3,160 (5%) lower than the second lowest Bid.
- Metra Industries has submitted appropriate NASSCO PACP certifications to demonstrate that they are certified to complete the proposed work.

Focus was made on Metra Industries work performance since they were the apparent low bidder. GMB does not have any recent work experience with Metra Industries; accordingly, we relied on references for recent CCTV work performed by Metra. All references contacted provided favorable feedback on Metra's performance; of most significance were those of Howard and Anne Arundle Counties in Maryland as they operate very expansive sewer collection systems and Metra has performed several hundred thousand feet of CCTV inspection services for these counties.

For the reasons listed above, Metra Industries was found to be the lowest, responsive, responsible Bidder. Accordingly, GMB recommends that the City of Seaford award the Seaford Sewer CCTV Investigation – Phase 1 services contract to Metra Industries of Little Falls, NJ at the Total Bid price of Sixty-Five Thousand, One Hundred Twenty-Two Dollars and Twenty-One Cents (\$65,122.21).

ARCHITECTS
■■■
ENGINEERS

CHARLES M. O'DONNELL, III, P.E.
A. REGGIE MARINER, JR., P.E.
JAMES C. HOAGSON, P.E.
JASON M. LYTLE, P.E.
ROLAND E. HOLLAND, P.E.
MORGAN H. HELFRICH, AIA
CHRIS B. DERBYSHIRE, P.E.
KATHERINE J. MCALLISTER, P.E.
ANDREW J. LYONS, JR., P.E.
W. MARK GARDOCKY, P.E.
CHRISTOPHER J. PFEIFER, P.E.
BENJAMIN K. HEARN, P.E.

JOHN E. BURNSWORTH, P.E.
AUTUMN J. BURNS
BRENT R. JETT, P.E.
BRADLEY J. HOGAN, P.E.
DEANE L. TOWNSEND, AIA

Mr. Charles Anderson
Sewer CCTV Investigation – Phase 1
Recommendation for Award
March 19, 2026
Page 2

If you have any questions, please do not hesitate to contact me at 410-742-3115. Thank you.

Sincerely,



Chris Derbyshire, P.E.
Sr. Vice President / Project Director

CBD/slh

Enclosure:
Certified Bid Tabulation

ARCHITECTS
■ ■ ■
ENGINEERS



GEORGE, MILES & BUHR, LLC

Tabulation of Bids

PROJECT NAME: Seaford Sewer CCTV Investigation - Phase 1
GMB JOB NO.: 250287
BIDS OPENED: 3/16/2026, 11:00AM

Item No.	Bid Item Description	Units	Est. Qty.	Wind River Environmental LLC		Reybold Construction LLC		Tri-State Sewer Services LLC		Metra Industries		Harry Caswell LLC		Premier Service Group LLC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
UNIT PRICE BID ITEM															
1	Light Cleaning and CCTV Inspection - 8", 10", 12"	LF	11,899	4.95	\$ 58,900.05	\$ 3.75	\$ 44,621.25	\$ 2.00	\$ 23,798.00	1.97	\$ 23,441.03	\$ 3.00	\$ 35,697.00	\$ 8.25	\$ 98,166.75
2	Light Cleaning and CCTV Inspection - 15" and 18"	LF	6,706	5.48	\$ 36,748.88	\$ 5.95	\$ 39,900.70	\$ 3.00	\$ 20,118.00	2.17	\$ 14,552.02	\$ 4.00	\$ 26,824.00	\$ 9.35	\$ 62,701.10
3	Light Cleaning and CCTV Inspection - 20" and 27"	LF	1,433	7.70	\$ 11,034.10	\$ 8.95	\$ 12,825.35	\$ 5.00	\$ 7,165.00	4.72	\$ 6,763.76	\$ 8.00	\$ 11,464.00	\$ 10.50	\$ 15,046.50
SUBTOTAL UNIT PRICE BID ITEMS				\$ 106,683.03		\$ 97,347.30		\$ 51,081.00		\$ 44,756.81		\$ 73,985.00		\$ 175,914.35	
CONTINGENT BID ITEMS															
4	Heavy Cleaning	Hours	4	\$ 397.83	\$ 1,591.32	\$ 595.00	\$ 2,380.00	\$ 500.00	\$ 2,000.00	\$ 394.58	\$ 1,578.32	\$ 500.00	\$ 2,000.00	\$ 200.00	\$ 800.00
5	Bypass Pumping up to 1 MGD	Days	4	\$ 3,672.44	\$ 14,689.76	\$ 1,500.00	\$ 6,000.00	\$ 2,000.00	\$ 8,000.00	\$ 2,895.86	\$ 11,583.44	\$ 4,950.00	\$ 19,800.00	\$ 1,500.00	\$ 6,000.00
6	Heavy Traffic (MOT)	Days	4	\$ 2,789.13	\$ 11,156.52	\$ 2,250.00	\$ 9,000.00	\$ 1,800.00	\$ 7,200.00	\$ 1,800.91	\$ 7,203.64	\$ 1,500.00	\$ 6,000.00	\$ 3,000.00	\$ 12,000.00
SUBTOTAL CONTINGENT BID ITEMS				\$ 27,437.60		\$ 17,380.00		\$ 17,200.00		\$ 20,365.40		\$ 27,800.00		\$ 18,800.00	
TOTAL BID PRICE				\$ 134,120.63		\$ 114,727.30		\$ 68,281.00		\$ 65,122.21		\$ 101,785.00		\$ 194,714.35	

HRB# 5
3/24/26

ORDINANCE #2026-04

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend Chapter 9, of the Municipal Code of Seaford, Delaware relating to "Plumbing", in the manner following, to wit:

Chapter 9, Article 1, of the Municipal Code of Seaford, Delaware is hereby amended by striking out all of said ARTICLE 1 and substituting in lieu thereof a new ARTICLE 1 to read as shown on the following pages.

03/24/2026	Date of First Reading
03/00/2026	Date of Second Reading & Adoption
04/00/2026	Date of Advertisement
05/02/2026	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

CHAPTER 9 - PLUMBING

ARTICLE 1 – PLUMBING CODE

[Amended on 09/13/2011 by Ordinance #2011-03]

[Amended on 10/22/2019 by Ordinance #2019-04]

[Amended on --/--/2026 by Ordinance #2026-04]

§ 9.1.1 Title. This article shall be known as the “Plumbing Code of the City of Seaford, Delaware”.

§ 9.1.2 Adoption of Plumbing Code.

~~A. The International Plumbing Code, the current edition as adopted by the State of Delaware, as published by the International Code Council, be and is hereby adopted as the Plumbing Code of the City of Seaford, in the State of Delaware, and each and all regulations, provisions, penalties, conditions, and terms of said Plumbing Code are hereby referred to, adopted, and made part hereof, as if fully set out herein.~~

~~A. The International Plumbing Code, 2018 edition with amendments, including Appendix Chapters B, C, D, and E, as published by the International Code Council, be and is hereby adopted as the Plumbing Code of the City of Seaford, in the State of Delaware for regulating and governing the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Plumbing Code on file in the office of the Building Official of the City of Seaford are hereby referred to, adopted, and made a part hereof, as if they were fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in § 9.1.3 of this Code.~~

~~A.B.~~ At least one (1) copy of the Plumbing Code shall be on file in the office of the City Building Official for public inspection and use.

~~B.C.~~ Any and all existing ordinances or parts of ordinances in conflict herewith are hereby repealed.

~~C.D.~~ If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City of Seaford hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared invalid.

~~D.E.~~ Nothing in this ordinance or in the Plumbing Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in § 9.1.2 (C) of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

~~E.F.~~ The City Manager is hereby ordered and directed to cause this ordinance to be published.

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F.G. This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect thirty (30) days from and after the date of its advertisement in a newspaper of local circulation.

§ 9.1.3 Amendments to the ~~2018~~ International Plumbing Code.

A. The following sections are hereby revised:

1. § 101.1 Delete: [NAME-OF-JURISDICTION], Insert: **City of Seaford, Delaware**
2. § 102 Insert at end of section: **§102.12 City of Seaford Standard Design Specifications.** The most current edition of the City of Seaford Standard Design Specifications are hereby a referenced part of this code and as such are enforceable under this code.
3. § 102.7 Delete: ~~this code for new installations.~~, Insert: **§105.4.1 of this code.**
- a. ~~§ 103~~ Delete Title: ~~DEPARTMENT OF PLUMBING INSPECTION~~, Insert: **CODE DEPARTMENT**
4. § 103.1 Delete: ~~department of plumbing inspection~~, Insert: **Code Department**

Delete: ~~code official~~, Insert: **Building Official**

Insert at the end of the paragraph: **All references within this Code, to "Department of Plumbing Inspection", are hereby deleted and replaced with "Code Department". All references within this Code, to "code official", are hereby deleted and replaced with "Building Official".**
5. § 103.2 Delete: ~~The code official shall be appointed by the chief appointing authority of the jurisdiction~~, Insert: **The Building Official shall be hired by the City Manager**
6. § 105.4.1 Delete: ~~Materials, equipment and devices shall not be reused unless such elements have been reconditioned, tested, placed in good and proper working condition and approved.~~ Insert: **No permits shall be issued by the Building Official unless the structure to be erected, constructed, enlarged, altered, repaired, moved or emplaced shall be of new materials and equipment.**
7. § ~~106.6.2~~**109.2** Delete: ~~indicated in the following schedule: [JURISDICTION TO INSERT APPROPRIATE SCHEDULE]~~, Insert: **established by City Council.**
8. § ~~106.6.3~~**109.5** Delete: ~~Fee refunds. The code official shall authorize the refunding of fees as follows:~~
 1. ~~The full amount of any fee paid hereunder that was erroneously paid or collected.~~

2. Not more than [SPECIFY PERCENTAGE] percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

3. Not more than [SPECIFY PERCENTAGE] percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Insert: **Deleted.**

9. § 113.1 Delete: applicable governing authority Insert: **City Council**

10. § 113 Insert at end of section:

§113.5 Board meetings; records.

A. Meetings of the Board shall be held at the call of the Chairman and at such other times, as the Board may determine.

B. The Chairman or in his absence, the acting chairman, may administer oaths and compel the attendance of witnesses.

C. All meetings of the Board shall be open to the public.

D. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions.

E. The record shall be immediately filed in the City office and shall be a public record.

§ 113.6 Filing fee for appeal. A fee, as determined by the Mayor and Council, shall accompany each appeal to the Plumbing Board of Appeals.

§ 113.7 Hearings. The Board shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and by mail to the registered owners of the next five (5) properties adjoining or adjacent, in each direction, to the property upon which the appeal centers. The appeal shall be decided within a reasonable time not to exceed sixty (60) days from the date of the filing of such appeal. Upon the hearing, any party may appear in person or by agent or by attorney, provided that the agent or attorney produces authorization from his principal for acting in such a capacity.

11. § 114 Delete section in its entirety.. Insert: **Deleted.**

9.12. § 108.4115.4 Delete: [SPECIFY OFFENSE], Insert: **misdemeanor**

Delete: [AMOUNT] dollars, Insert: **five hundred dollars (\$500.00)**

Delete: [NUMBER-OF-DAYS], Insert: ten (10)

~~10-13.~~ § ~~108-5116.4~~ Delete: [AMOUNT] dollars, Insert: one hundred dollars (\$100.00)

Delete: [AMOUNT] dollars, Insert: five hundred dollars (\$500.00)

b. — § 109.2 — Delete: The board of appeals shall consist of five members appointed by the chief appointing authority as follows: one for 5 years, one for 4 years, one for 3 years, one for 2 years and one for 1 year. Thereafter, each new member shall serve for 5 years or until a successor has been appointed. Insert: **The board of appeals shall consist of three members appointed by the Mayor and Council.**

c. — § 109.2.1 — Delete: of five individuals, one from each of the following professions or disciplines:

1. Registered design professional who is a registered architect; or a builder or superintendent of building construction with at least 10 years' experience, 5 years of which shall have been in responsible charge of work.

2. Registered design professional with structural engineering or architectural experience.

3. Registered design professional with mechanical and plumbing engineering experience; or a mechanical and plumbing contractor with at least 10 years' experience, 5 work.

4. Registered design professional with electrical engineering experience; or an electrical contractor with at least 10 years' experience, 5 years of which shall have been in responsible charge of work.

5. Registered design professional with fire protection engineering experience; or a fire protection contractor with at least 10 years' experience, 5 years of which shall have been in responsible charge of work. Insert: **members who are qualified by experience and training to pass on matters pertaining building construction and plumbing installation. Board members shall not be employees of the City of Seaford.**

d. — § 109.2.2 Delete: The chief appointing authority shall appoint two alternate members who shall be called by the board chairman to hear appeals during the absence or disqualification of a member. Alternate members shall possess the qualifications required for board membership, and shall be appointed for 5 years or until a successor has been appointed. Insert: **The Mayor and Council shall appoint one alternate member who shall be called by the board Chairman to hear appeals during the absence or disqualification of a member.**

e. — § 109.2.3 Delete: Chairman. The board shall annually select one of its members to serve as chairman., Insert: **Board meetings; records.**

1. — Meetings of the Board shall be held at the call of the Chairman and at such other times, as the Board may determine.

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2. The Chairman or in his absence, the acting chairman, may administer oaths and compel the attendance of witnesses.
3. All meetings of the Board shall be open to the public.
4. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions.
5. The record shall be immediately filed in the City office and shall be a public record.

f. § 109.2.4 Delete: Disqualification of member. A member shall not hear an appeal in which that member has any personal, professional or financial interest., Insert: **Rules adoption.** The Plumbing Board of Appeals shall make and adopt rules in accordance with the provisions of this Chapter.

g. § 109.2.5 Delete: Secretary. The chief administrative officer shall designate a qualified clerk to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the office of the chief administrative officer. Insert: **Filing fee for appeal.** A fee, as determined by the Mayor and Council, shall accompany each appeal to the Plumbing Board of Appeals.

h. § 109.2.6 Delete: Compensation of members. Compensation of members shall be determined by law. Insert: **Hearings.** The Board shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and by mail to the registered owners of the next five (5) properties adjoining or adjacent, in each direction, to the property upon which the appeal centers. The appeal shall be decided within a reasonable time not to exceed sixty (60) days from the date of the filing of such appeal. Upon the hearing, any party may appear in person or by agent or by attorney, provided that the agent or attorney produces authorization from his principal for acting in such a capacity.

i. § 109.3 Delete section in its entirety., Insert: **Deleted.**

j. § 109.4 Delete section in its entirety., Insert: **Deleted.**

k. § 109.4.1 Delete section in its entirety., Insert: **Deleted.**

l. § 109.5 Delete section in its entirety., Insert: **Deleted.**

m. § 109.6 Delete section in its entirety., Insert: **Deleted.**

n. § 109.6.1 Delete section in its entirety., Insert: **Deleted.**

o. § 109.6.2 Delete section in its entirety., Insert: **Deleted.**

11.14. § 202 Insert: **Solvent Cement.** This code prohibits the use of all purposeall-purpose glue in any reference to solvent cement.

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Insert: **Supervision of Work.** Work completed under the permit of a licensed plumber while employed by the licensed plumber, or the same firm, partnership, corporation, or owners of the company as the licensed plumber.

~~12.15.~~ § 305.4.1 Delete: [NUMBER] inches (mm), Insert: **twenty four (24) inches**

Delete: [NUMBER] inches (mm), Insert: **twenty four (24) inches**

~~13.16.~~ § 312.4 Delete section in its entirety., Insert: **Deleted.**

~~14.17.~~ § 701.2 Delete: Where a public sewer is not available, the sanitary drainage piping and systems shall be connected to a private sewage disposal system in compliance with state or local requirements. Where state or local requirements do not exist for private sewage disposal systems, the sanitary drainage piping and systems shall be connected to an approved private sewage disposal system that is in accordance with the International Private Sewage Disposal Code.

Insert:

- A. Every building in which plumbing fixtures are installed and all premises having drainage piping shall be connected to a public sewer.
- B. Building sewers, when installed by any person, firm or corporation other than the municipality, its agents, servants or employees, or by an independent contractor under contract with the City, shall be of approved materials listed in the City of Seaford Standard Design Specifications, from the public sewer to the clean out inside the curb line.
- C. When an existing sewer lateral does not have a clean out installed at the curb line, the property owner shall be responsible for the cost of all construction, installation, maintenance and/or repair of the building sewer from the building to the public sewer, including the wye branch, tap and any and all street repairs associated with said work.
- D. When a sewer lateral is installed with a clean out at the curb line, the property owner shall be responsible for the cost of all construction, installation, maintenance and/or repair of the building sewer on private property from the building to the cleanout wye branch at the curb line. Downstream from this point, the City shall be responsible for the cost of all construction, installation, maintenance and/or repair of the sewer lateral, including the wye branch, tap and any and all street repairs associated with said work.

~~15.18.~~ § 903.1 Delete: [NUMBER] inches (mm), Insert: **six (6) inches**

p. ~~§ 918.1~~ Insert at end of paragraph: The use of Air Admittance Valves shall only be permitted when specifically approved by the Building Official prior to use or installation.

§ 9.1.4 through §9.1.99 RESERVED

NB# 6
3/24/24

ORDINANCE #2026-05

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to "Buildings", in the manner following, to wit:

Chapter 4, Article 1, of the Municipal Code of Seaford, Delaware is hereby amended by amending §4.1.7 to read as shown on the following pages.

03/24/2026	Date of First Reading
04/14/2026	Date of Second Reading & Adoption
04/23/2026	Date of Advertisement
05/23/2026	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

§ 4.1.7 Energy Conservation Code

- A.** The International Energy Conservation Code(IECC), the current edition as adopted by the State of Delaware, as published by the International Code Council, be and is hereby adopted as the Energy Conservation Code of the City of Seaford, in the State of Delaware, for regulating and governing energy-efficient building envelopes and installation of energy-efficient mechanical, lighting and power systems as herein provided; providing for the issuance of permits and collection of fees therefor, and each and all of the regulations, provisions, penalties, conditions, and terms of said Energy Conservation Code are hereby referred to, adopted, and made a part hereof, as if fully set out herein.

City of Seaford Non-Discrimination Notice

It is the policy of the City of Seaford not to discriminate on the basis of race, color, national origin, disability, age, or sex in the administration of programs or activities receiving financial assistance from the U.S. Environmental Protection Agency. The City of Seaford does not intimidate or retaliate against any individual or group because they have exercised rights protected by 40 C.F.R. Parts 5 and 7 or for the purpose of interfering with such rights.

The City is responsible for the coordination of compliance efforts and the receipt of inquiries concerning the non-discrimination requirements set forth in 40 C.F.R Parts 5 and 7 (Non-discrimination of Programs or Activities Receiving Federal Assistance from the Environmental Protection Agency), including of Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990; Section 13 of the Federal Water Pollution Control Act Amendments of 1972 and other applicable federal non-discrimination laws.

If you have any questions about this notice or any of the City of Seaford nondiscrimination programs, policies, procedures, or require accessibility, disability-related accommodations, or interpretive services you may contact:

Non-Discrimination Coordinator

Annette Montgomery

414 High Street

Seaford DE 19973

Phone Number: (302) 629-9173

E-mail Address: amontgomery@seafordde.com

If you believe that you have been discriminated against with respect to an applicable City of Seaford program or activity, you may contact the Non-Discrimination Coordinator identified above to learn how and where to file a complaint of discrimination.

City of Seaford

Non-Discrimination Grievance Procedures

Title 40 of the Code of Federal Regulations (C.F.R.), Parts 5 and 7, Nondiscrimination in Programs or Activities Receiving Federal Assistance from the Environmental Protection Agency, prohibits discrimination on the basis of race, color, national origin (including limited English proficiency), age, sex, or disability in programs or activities receiving financial assistance from the U.S. Environmental Protection Agency (U.S. EPA).

A Copy of the City of Seaford's Non-Discrimination Policy is available at www.seafordde.com.

The City of Seaford will make appropriate arrangements to ensure that individuals with disabilities and individuals with limited English proficiency are provided auxiliary aids and services or language assistance services, respectively, if needed, to participate in this grievance process. Such arrangements may include, but are not limited to, providing qualified interpreters, providing taped cassettes of material for individuals with low vision, or assuring a barrier-free location for the proceedings. The City of Seaford Non-Discrimination Coordinator(s) will be responsible for such arrangements.

Seaford's Nondiscrimination Coordinator

HR Coordinator Annette Montgomery,

414 High Street, P.O. Box 1100,

Seaford, DE 19973,

(302) 629-9173

amontgomery@seafordde.com.

Grievance Procedures

Any person who believes someone has been subjected to discrimination in programs or activities receiving financial assistance from the U.S. Environmental Protection Agency (U.S. EPA) may file a grievance under this procedure by contacting the Non-Discrimination Coordinator or filling out a Non-Discrimination Complaint form online. The City of Seaford does not retaliate against

any person or group because they have exercised rights protected by 40 C.F.R. Parts 5 and 7 or for the purpose of interfering with any such rights.

The City of Seaford adopts the following grievance procedures in order to assure the prompt and fair resolution of complaints that allege a violation by the City of Seaford of 40 C.F.R., Parts 5 and 7:

1. Grievances must be submitted to the City of Seaford Non-Discrimination Coordinator(s) within 90 days of the date the person filing the grievance becomes aware of the alleged discriminatory action. Grievance submissions, in the preferred language of the complainant, can be emailed to amontgomery@seafordde.com, filed through the City of Seaford Non-Discrimination Complaint Form online at www.seafordde.com, called in through the office number at (302) 629-9173, or mailed to the City of Seaford office address listed below:

Non-Discrimination Coordinator
Annette Montgomery
414 High Street
P.O. Box 1100
Seaford, DE 19973
Email: amontgomery@seafordde.com

2. A complaint must be in writing, containing the name and address of the person filing it and/or the identified representative. The complaint must state the date of the occurrence and the problem or action alleged to be discriminatory and the remedy or relief sought. The complaint shall specify with as much detail as possible:
 - a. The actions or inactions by the City of Seaford that support an alleged violation of 40 C.F.R., Parts 5 and 7;
 - b. The alleged discrimination that did or will result from such actions or inactions;
 - c. The identity of the person(s) harmed or potentially harmed by the alleged discrimination; and
 - d. The basis for why the action is believed to be discriminatory, and if possible, identifying the sections of 40 C.F.R., Parts 5 and 7, that were allegedly violated.
3. The City of Seaford Non-Discrimination Coordinator (or their designee) will acknowledge receipt of the grievance within 5 days and shall conduct an investigation of the complaint.

Preliminary Review

Within 30 business days, staff will:

- a. Determine whether the grievance falls within the scope of this procedure
- b. Notify the complainant whether the grievance is accepted or rejected.
- c. Inform the public once a determination is made and initiate the investigation processes if necessary.

This investigation may be informal, but it will be thorough, affording all interested persons an opportunity to submit evidence relevant to the complaint. The investigation may include:

- a. Interviews with the complainant
- b. Interviews with witnesses
- c. Interviews with staff or contractors
- d. Review of documents and records
- e. Inspection of files
- f. Consultation with technical experts or legal advisors

The Seaford Non-Discrimination Coordinator will maintain the files and records relating to such grievances. To the extent possible, and in accordance with applicable law, the Seaford Non-Discrimination Coordinator will take appropriate steps to preserve the confidentiality of files and records relating to grievances and will share them only with those who have a need to know.

4. The City of Seaford Non-Discrimination Coordinator will issue a written decision on the grievance, based on a preponderance of the evidence, no later than 180 days after its filing, including a notice to the complainant of their right to pursue further administrative or legal remedies. The written decision will include whether discrimination, retaliation or intimidation is found and the description of the investigation process.

5. Any claims of intimidation or retaliation related to the complaint process will be handled promptly and fairly pursuant to the City of Seaford Nondiscrimination Grievance Policy and Procedures in the same manner as other claims of discrimination.

6. The person filing the grievance may appeal the decision with the City of Seaford Non-Discrimination Coordinator by writing to the City of Seaford Mayor and City Council within 15 days of receiving the City of Seaford Non-Discrimination Coordinator's decision.

Appeals may be submitted to:
City of Seaford Mayor
Matthew MacCoy
414 High Street
P.O. Box 1100
Seaford, DE 19973
Email: mmaccoy@seafordde.com

The City of Seaford Mayor and City Council shall issue a written decision in response to the appeal no later than 60 days after its filing.

7. The availability and use of this grievance procedure does not prevent a person from pursuing other legal or administrative remedies, including filing a complaint of discrimination on the basis of race, color, national origin, disability, age, sex or retaliation, in court or with the U.S. Environmental Protection Agency, Office of Civil Rights & Adjudication-External Civil Rights Division. A person can file a complaint of discrimination electronically by writing to Title VI Complaints@epa.gov or by mail or phone at:

U.S. EPA External Civil Rights Compliance Office
Office of General Counsel (Mail Code 2310A)
1200 Pennsylvania Avenue N.W., Washington, D.C. 20460
PHONE: (202) 564-3316

The availability and use of this grievance procedure does not prevent a person from filing a complaint of discrimination on the basis of race, color, national origin, disability, age, sex, sexual orientation, or marital status with the state of Delaware in accordance with Delaware law. Complaints of discrimination or retaliation on the basis of these classes can be filed electronically with the Department of Labor Office of Anti-Discrimination <https://labor.delaware.gov/divisions/industrial-affairs/discrimination/>.

Dated: March 24, 2026

The City of Seaford

Non-Discrimination Complaint Form

The City of Seaford is committed to ensuring that no person is excluded from participation in, denied the benefits of, or subjected to discrimination in any program, service, or activity receiving financial assistance from the U.S. Environmental Protection Agency (U.S. EPA) on the basis of **race, color, national origin, sex, disability, age, or other protected status** as provided by applicable law.

If you believe you have been subjected to discrimination, please complete this form.

1. Complainant Information

Name: _____

Address Line 1: _____

Address Line 2: _____

City: _____

State: _____

Zip Code: _____

Phone: _____

Email: _____

2. Person Discriminated Against (if different from complainant)

Name: _____

Address: _____

City: _____ **State:** _____

Zip Code: _____

Relationship to Complainant: _____

3. Incident Information

Date of Incident: _____

Time of Incident: _____

Location of Incident: _____

Department / Program / Activity Involved (if known):

4. Basis of Complaint

Please check the basis of discrimination that applies:

- ☐ Race
- ☐ Color
- ☐ National Origin
- ☐ Sex
- ☐ Disability (ADA)
- ☐ Age
- ☐ Limited English Proficiency
- ☐ Other: _____

5. Complaint Description

Please describe the alleged discrimination in detail. Include names of individuals involved, witnesses, and any relevant circumstances.

Attach additional pages if necessary.

6. Witness Information (if any)

Name: _____

Phone / Email: _____

Name: _____

Phone / Email: _____

7. Have you filed this complaint with any other agency?

☐ Yes

☐ No

If yes, please indicate the agency:

☐ Federal Agency

☐ State Agency

☐ Local Agency

☐ Court

Agency Name: _____

Date Filed: _____

8. Signature

I certify that the information provided in this complaint is true and accurate to the best of my knowledge.

Signature: _____

Printed Name: _____

Date: _____

Submission Information

Please submit this form to:

City of Seaford

Nondiscrimination Coordinator:

Annette Montgomery

414 High Street

P.O. Box 1100

Seaford, De 19973

(302) 629-9173

amontgomery@seafordde.com

ORDINANCE #2026-02

NB# 3
3/10/26
OF# 1
3/24/26

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to
amend Chapter 15, of the Municipal Code of Seaford, Delaware relating to "Zoning", in the manner
following, to wit:

Chapter 15, of the Municipal Code of Seaford, Delaware is hereby amended by adding §15.58.6 to
read as shown on the following pages.

03/10/2026	Date of First Reading
00/00/2026	Date of Second Reading & Adoption
00/00/2026	Date of Advertisement
00/00/2026	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

CHAPTER 15 – Zoning, Land Use & Development

ARTICLE 58 – Off-Street Parking and Loading

§ 15.58.6 Parking Areas for vehicles being used by persons with disabilities.

- A. Parking spaces or zones for use by persons with disabilities which limit or impair the ability to walk shall be provided in accordance with 21 Del. C §4183A.
- B. No new accessible parking spaces may be installed, and no existing accessible parking spaces may be restriped, repainted, resurfaced or otherwise altered, until a permit authorizing such action has been issued and confirming that any accessible parking spaces are in compliance with 21 Del. C §4183A(d).
- C. For purposes of this section, “conspicuously marked” means that a vertical sign has been placed at an approximate height of at least five feet when measured from the surface directly below the sign to the bottom of the sign for each parking space or zone. The sign shall comply with federal specifications for the identification of a parking zone or space of persons with disabilities which limit or impair the ability to walk. A sign at least 12 inches wide (horizontal) by 18 inches tall (vertical) that includes the international symbol of accessibility shall be required for each parking space or zone for persons with disabilities which limit or impair the ability to walk. These requirements may not be constructed to preclude additional markings, such as the international wheelchair symbol or a striped extension area painted on the space or zone, or a tow-away warning sign. Signs shall also comply with 21 Del. C § 4183A(j).
- D. The Building Official and/or their designee shall issue a written notice of violation and corrective order to an individual of record or artificial entity of record of private property that is generally accessible to the public who has failed to erect and maintain accessible parking spaces, areas, and signage pursuant to this section. Such corrective order shall afford the individual of record or artificial entity of record found in violation of this section with at least 10 calendar days and not more than 30 calendar days to achieve compliance with this section. If, after 30 days from the date that the written notice of violation and corrective order is issued, the individual of record or artificial entity of record has not erected and or maintained the required accessible parking spaces, area, or signage, the Building Official and/or their designee shall assign a fine per §8.2.20(E).
- E. An individual or artificial entity who violates any provision of this section shall receive a mandatory fine of \$100 for a first offense, and for a subsequent like offense, a mandatory fine of \$500.

NR# 15
3/10/26
OB# 2
3/24/26

ORDINANCE #2026-03

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEAFORD, an ordinance to amend Chapter 4, of the Municipal Code of Seaford, Delaware relating to "Buildings", in the manner following, to wit:

Chapter 4, Article 1, of the Municipal Code of Seaford, Delaware is hereby amended by striking out all of said ARTICLE 1 and substituting in lieu thereof a new ARTICLE 1 to read as shown on the following pages.

03/10/2026	Date of First Reading
00/00/2026	Date of Second Reading & Adoption
00/00/2026	Date of Advertisement
00/00/2026	Date the Ordinance is Effective

CITY OF SEAFORD

By: _____
Mayor

Witness: _____

Attest: _____
City Manager

CHAPTER 4 - BUILDINGS

ARTICLE 1 – BUILDING CODE

[Amended on 06/11/2013 by Ordinance #2013-04]

[Amended on 12/09/2014 by Ordinance #2014-02]

[Amended on 10/22/2019 by Ordinance #2019-03]

[Amended on 12/08/2020 by Ordinance #2020-04]

[Amended on 00/00/2026 by Ordinance #2026-03]

§ 4.1.1 Title.

This article shall be known as the “Building Code of the City of Seaford, Delaware”.

§ 4.1.2 Adoption of Building Code.

- A. The *International Building Code*, 2018-2021 edition with amendments, and including all referenced codes, as published by the International Code Council, is hereby adopted as the Building Code of the City of Seaford, in the State of Delaware for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Building Code on file in the office of the Building Official of the City of Seaford, Delaware are hereby referred to, adopted, and made a part hereof, as if they were fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in § 4.1.3 through § 4.1.7 of this Code.
- B. At least one (1) copy of this Code shall be on file in the office of the City Building Official for public inspection and use.
- C. Any and all existing ordinances or parts of ordinances in conflict herewith are hereby repealed.
- D. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City of Seaford hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared invalid.
- E. Nothing in this ordinance or in the Building Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in § 4.1.2 (C) of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.
- F. The City Manager is hereby ordered and directed to cause this ordinance to be published.

- G. This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect thirty (30) days from and after the date of its advertisement in a newspaper of local circulation.

§ 4.1.3 Amendments to the ~~2018-2021~~ International Building Code (IBC).

A. The following sections are hereby revised:

1. § 101.1 Delete: [NAME OF JURISDICTION], Insert: ~~the~~**The** City of Seaford, Delaware
2. § 101.4.3 Delete: The provisions of the International Private Sewage Disposal Code shall apply to private sewage disposal systems., Insert: All references within this Code to the International Private Sewage Disposal Code are hereby deleted with this amendment, refer to the ~~2018-2021~~ International Plumbing Code (IPC), as adopted in the Code of the City of Seaford § 9.1.2 .
- ~~1. § 103~~ Delete Title: DEPARTMENT OF BUILDING SAFETY, Insert: **CODE DEPARTMENT**
3. § 103.1 Delete: ~~Department of Building Safety~~**[INSERT NAME OF DEPARTMENT]**, Insert: **Code Department**

~~Insert at the end of the paragraph: All references within this Code, to "Department of Building Safety", are hereby deleted and replaced with "Code Department".~~
4. § 103.2 Delete: appointed by the chief appointing authority of the jurisdiction, Insert: **hired by the City Manager**
5. § 104.9.1 Delete: ~~Materials that are reused shall comply with the requirements of this code for new materials. Used equipment and devices shall not be reused unless approved by the building official. The use of used materials which meet the requirements of this code for new materials is permitted. Used equipment and devices shall not be reused unless approved by the building official,~~ Insert: **No permits shall be issued by the Building Official unless the structure to be erected, constructed, enlarged, altered, repaired, moved or emplaced shall be of new materials and equipment.**
6. § 105.2, Building: (1) Delete: ~~tool and storage sheds,~~
7. § 105.2, Building: (2) Delete: ~~Fences not over 7 feet (2134mm) high.,~~ Insert: **The repair and or replacement of a roofing material, i.e. shingles, underlayment paper, metal roofing, down to but not including roof sheathing, however, If any part of the roof structure or roof**

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sheathing is in need of repair or replacement, a permit is required.

8. § 105.2, Building: (6) Delete: Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and which are not part of an accessible route., Insert: **Deleted.**
9. § 105.2, Building: (9) Delete: Prefabricated swimming pools accessory to a Group R-3 occupancy, as applicable in Section 101.2, which are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18,925 L) and are installed entirely above ground., Insert: **Deleted.**
10. § 105.2.2 Delete: public service agencies by established right., Insert: **the City of Seaford.**
11. § 105.3 Delete: applicant, Insert: **property owner, or his duly authorized representative**
12. § 109.1 Delete: prescribed by law, Insert: **as established by City Council**
13. § 109.2 Delete: applicable governing authority, Insert: **City Council**
14. § 109.4 Delete: building official, Insert: **City Council**
15. § 109.5 Delete: prescribed by law, Insert: **as established by City Council**
16. § 109.6 Delete: Refunds. The building official is authorized to establish a refund policy. Insert: **Deleted.**
17. § 113.1 Delete: appointed by the applicable governing authority and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business., Insert: **the City Council.**
18. § 113.3 Delete: Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction., Insert: **Deleted.**
19. § 1612.3 Delete: [INSERT NAME OF JURISDICTION], Insert: **theThe City of Seaford, Delaware**

Delete: [INSERT DATE OF ISSUANCE], Insert: **June 16, 1995**
22. § 1612.4 Insert after § 1612.4:
1612.4.1 Elevation requirements.
The minimum elevation requirements shall be as specified in ASCE 24 or the base flood elevation plus eighteen inches (18"), whichever is higher **and also** include electrical systems, equipment and

components; heating, ventilating, air-conditioning; plumbing appliances and plumbing fixtures; duct systems; and other service equipment.

§ 4.1.4 Amendments to the ~~2018~~ 2021 International Residential Code (IRC).

A. The following sections are hereby revised:

1. § R101.1 Delete: ~~[NAME OF JURISDICTION]~~, Insert: ~~the~~The City of Seaford, Delaware
2. § R103 Delete Title: DEPARTMENT OF BUILDING SAFETY, Insert: CODE DEPARTMENT
3. § R103.1 Delete: ~~Department of Building Safety~~, Insert: Code Department

Insert at the end of the paragraph: All references within this Code, to "Department of Building Safety", are hereby deleted and replaced with "Code Department".
4. § R103.2 Delete: ~~appointed by the chief appointing authority of the jurisdiction~~, Insert: hired by the City Manager
5. § R104.9.1 Delete: ~~Used materials, equipment and devices shall not be reused unless approved by the building official~~, Insert: No permits shall be issued by the Building Official unless the structure to be erected, constructed, enlarged, altered, repaired, moved or emplaced shall be of new materials and equipment.
6. § R105.2, Building: (1) Delete: ~~One-story detached accessory structures, provided that the floor area does not exceed 200 square feet (18.58 m²)~~. Insert: Deleted.
7. § R105.2, Building: (2) Delete: ~~Fences not over 7 feet (2134 mm) high.~~, Insert: The repair and or replacement of a roofing material, i.e. shingles, underlayment paper, metal roofing, down to but not including roof sheathing, however, if any part of the roof structure or roof sheathing is in need of repair or replacement, a permit is required.
8. § R105.2, Building: (5) Delete: ~~Sidewalks and driveways, not more than 30 inches (762 mm) above adjacent grade and not over any basement or story below.~~, Insert: Deleted.
9. § R105.2, Building: (7) Delete: ~~Prefabricated swimming pools that are less than 24 inches (610 mm) deep.~~, Insert: Deleted.
10. § R105.2, Building: (10) Delete: ~~Decks not exceeding 200 square feet (18.58 m²) in area, that are not more than 30 inches~~

~~(762-mm) above-grade at any point, are not attached to a dwelling and do not serve the exit door required by Section R311.4.~~ Insert: **Deleted.**

11. § R105.2.3 Delete: public service agencies by established right., insert: **the City of Seaford.**
12. § R105.3 Delete: applicant, Insert: **property owner, or his duly authorized representative**
13. § R108.1 Delete: prescribed by law, Insert: **as established by City Council**
14. § R108.2 Delete: applicable governing authority, Insert: **City Council**
15. § R108.4 Delete: prescribed by law, Insert: **as established by City Council**
16. § R108.5 Delete: Refunds. The building official is authorized to establish a refund policy. Insert: **Deleted.**
17. § R108.6 Delete: applicable governing authority, Insert: **City Council**
18. § R112.1 Delete: appointed by the governing body and shall hold office at its pleasure., Insert: **the City Council.**
- Delete: adopt rules of procedure for conducting its business and shall
19. § R112.3 Delete: Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction., Insert: **Deleted.**
20. § R313.2 Delete: An automatic residential fire sprinkler system shall be installed in one- and two-family dwellings.
- Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic residential sprinkler system., Insert: **One and two family dwelling unit fire sprinkler systems shall not be required per this Section R313.2 in The City of Seaford, but if a dwelling unit fire sprinkler system is installed, said installation shall comply with the requirements of Section P2904 or NFPA 13D, as applicable.**
21. § R313.2.1 Delete: Design and installation. Automatic residential fire sprinkler systems shall be designed and installed in accordance with Section P2904 or NFPA 13D.

22. Table R301.2(1) Delete the table, footnotes to remain, and insert the following table:

TABLE R301.2 CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA												
GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY ¹	SUBJECT TO DAMAGE FROM			ICE BARRIER UNDERLAYMENT REQUIRED ²	FLOOD HAZARDS ⁴	AIR FREEZING INDEX ⁵	MEAN ANNUAL TEMP ⁶
	SPEED ² (mph)	Topographic effects ³	Special wind region ⁷	Windborne debris zone ⁸		Weathering ⁹	Frost line depth ¹⁰	Termite ¹¹				
20 (lb./ft ²)	120	NQ	No	No	A	SEVERE	Bottom of all footings must be 24" minimum below finish grade	Moderate to Heavy	YES (required at all Valleys and 24" in from edge of Eaves)	YES (refer to most current Community NFIP Maps and Studies)	358	55.5°F
Manual J Design Criteria ¹²												
Elevation			Altitude correction factor ¹³		Coincident wet bulb	Indoor winter design relative humidity	Indoor winter design dry-bulb temperature	Outdoor winter design dry-bulb temperature	Heating temperature difference			
52			1,000		75	30%	70	19	51			
Latitude			Daily range		Summer design gains	Indoor summer design relative humidity	Indoor summer design dry-bulb temperature	Outdoor summer design dry-bulb temperature	Cooling temperature difference			
39			M		41%	50%	75	90	15			

TABLE R301.2(1) CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA															
GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY ¹	SUBJECT-TO-DAMAGE FROM			ICE BARRIER UNDERLAYMENT REQUIRED ²	FLOOD HAZARDS ⁴	AIR FREEZING INDEX ⁵	MEAN-ANNUAL TEMP ⁶			
	SPEED ² (mph)	Topographic effects ³	Special wind region ⁷	Windborne debris zone ⁸		Weathering ⁹	Frost-line depth ¹⁰	Termite ¹¹							
20 (lb./ft ²)	120	NO	No	No	A	SEVERE	Bottom of-all footings must-be 24" minimum below finish grade	Moderate to Heavy	YES (required at all Valleys and 24" in from edge-of-Eaves)	YES (refer to-most current Community NFIP-Maps and Studies)	358	55.5°F			
Manual J Design Criteria ¹²															
Elevation		Latitude		Winter Heating		Summer Cooling		Altitude correction factor		Indoor design temperature		Design temperature cooling		Heating temperature difference	
52		39		19		90		1,000		72		75		53	
Cooling temperature difference		Wind velocity heating		Wind velocity cooling		Coincident wet bulb		Daily range		Winter humidity		Summer humidity			
45		-		-		75		M		30%		50%			

23. § P2603.5.1. Delete: [NUMBER] inches (mm), Insert: **twenty four (24) inches**

Delete: [NUMBER] inches (mm), Insert: **twenty four (24) inches**

24. § R322.2.1

Delete:

1. Buildings and structures in flood hazard areas, including flood hazard areas designated as Coastal A Zones, shall have the lowest floors elevated to or above the base flood elevation plus 1 foot (305 mm), or the design flood elevation, whichever is higher.
2. In areas of shallow flooding (AO Zones), buildings

and structures shall have the lowest floor (including basement) elevated to a height above the highest adjacent grade of not less than the depth number specified in feet (mm) on the FIRM plus 1 foot (305 mm), or not less than 3 feet (915 mm) if a depth number is not specified.

3. Basement floors that are below grade on all sides shall be elevated to or above base flood elevation plus 1 foot (305 mm), or the design flood elevation, whichever is higher.

Insert:

1. Buildings and structures in flood hazard areas, including flood hazard areas designated as Coastal A Zones, shall have the lowest floors, electrical systems, equipment and components; heating, ventilating, air-conditioning; plumbing appliances and plumbing fixtures; duct systems; and other service equipment elevated to or above the base flood elevation plus eighteen inches (18"), or the design flood elevation, whichever is higher.

2. In areas of shallow flooding (AO Zones), buildings and structures shall have the lowest floor (including *basement*), electrical systems, equipment and components; heating, ventilating, air-conditioning; plumbing appliances and plumbing fixtures; duct systems; and other service equipment elevated at least as high above the highest adjacent *grade* as the depth number specified in feet on the FIRM, plus eighteen inches (18"), or at least 3 feet 6 inches if a depth number is not specified.

3. Basement floors that are below grade on all sides shall be elevated to or above the base flood elevation plus eighteen inches (18"), or the design flood elevation, whichever is higher.

§ 4.1.5 Amendments to the ~~2018 2021~~ International Plumbing Code (IPC).

Refer to the Code of the City of Seaford § 9.1.2.

§ 4.1.6 Amendments to the ~~2018 2021~~ International Property Maintenance Code (IPMC).

A. The following sections are hereby revised:

1. § 101.1. Delete: ~~{NAME-OF-JURISDICTION}~~; Insert: ~~the~~The City of Seaford, Delaware
2. § 102.3. Delete: ~~Nothing in this code shall be construed to cancel, modify or set aside any provision of the International Zoning Code.~~
3. § 103 Delete Title: ~~DEPARTMENT OF PROPERTY MAINTENANCE INSPECTION CODE COMPLIANCE AGENCY~~; Insert: CODE DEPARTMENT

4. § 103.1 Delete: ~~department of property maintenance inspection~~~~(INSERT NAME OF DEPARTMENT)~~, Insert: **Code Department**

Delete: ~~code official~~, Insert: **Building Official**

Insert at the end of the paragraph: All references within this Code, to "~~Department of Property Maintenance Inspection~~~~Code Compliance Agency~~", are hereby deleted and replaced with "Code Department". All references within this Code, to "code official", are hereby deleted and replaced with "Building Official".

5. § 103.2 Delete: ~~The code official shall be appointed by the chief appointing authority of the jurisdiction~~, Insert: **The Building Official shall be hired by the City Manager**

6. ~~§ 103.5:104.1~~ Delete: ~~schedule. [JURISDICTION TO INSERT APPROPRIATE SCHEDULE.] applicable governing authority. Insert: City Council.~~

- 6.7. ~~§ 104.2~~ Delete: ~~Refunds. The code official is authorized to establish a refund policy. Insert:~~

Insert:

- A. When the City of Seaford has affected the abatement of a violation by its own employees or has paid for the abatement of such violation by its agents or contractors, the actual costs thereof and any related expenses along with an administrative fee of one hundred dollars (\$100.00) shall be charged to the owner of such property and, if not sooner paid, such charge will be carried on the records of the City of Seaford and shall be collectible in the same manner as real estate taxes are collected.
- B. When the City of Seaford has, for the second time and any additional times at such property, effected the abatement of a violation by its own employees or has paid for the abatement of such violation by its agents or contractors, the actual costs thereof and any related expenses along with an administrative fee of five hundred dollars (\$500.00) shall be charged to the owner of such property and, if not sooner paid, such charge will be carried on the records of the City of Seaford and shall be collectible in the same manner as real estate taxes are collected.
- C. Interest on all outstanding balances owed to the City shall be charged at the rate of eighteen percent (18%) per annum to be applied thirty (30) days following the date of completion of the work. If not paid by the owner or occupier thereto, said bill shall be charged to the owner or occupier of such property.

- 1.8. ~~§ 105.4~~ Delete: ~~Materials that are reused shall comply with the requirements of this code for new materials. Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested where~~

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~~necessary, placed in good and proper working condition and approved by the code official. The use of used materials which meet the requirements of this code for new materials is permitted. Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved by the code official.~~ Insert: **No permits shall be issued by the Building Official unless the structure to be erected, constructed, enlarged, altered, repaired, moved or emplaced shall be of new materials and equipment.**

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- 7.9. ~~§ 111.2108.1~~ Delete: consist of a minimum of three members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction.

Insert: **be the City Council.**

Delete: The board shall be appointed by the chief appointing authority, and shall serve staggered and overlapping terms.

2. ~~§ 111.2.1~~ Delete: **Alternate members.** The chief appointing authority shall appoint two or more alternate members who shall be called by the board chairman to hear appeals during the absence or disqualification of a member. Alternate members shall possess the qualifications required for board membership.

Insert: **Deleted.**

3. ~~§ 111.2.2~~ Delete: shall annually select one of its members to serve as chairman. Insert: **chairman shall be the Mayor.**

4. ~~§ 111.2.4~~ Delete: chief administrative officer shall designate a qualified person to. Insert: **City Manager shall**

8. ~~§ 112.4110.4~~ Delete: [AMOUNT] dollars authority having jurisdiction, Insert: **one hundred dollars (\$100.00) City Council**

10. ~~§ 112.4110.4~~ Delete: [AMOUNT] dollars, Insert: **five hundred dollars (\$500.00)**

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- 9.11. ~~§ 302.4~~ Delete: (jurisdiction to insert height in inches), Insert: **ten (10) inches**

- 10.12. ~~§ 304.14.~~ Delete: During the period from [DATE] to [DATE],

- 11.13. ~~§ 602.3.~~ Delete: during the period from [DATE] to [DATE].

- 12.14. ~~§ 602.4.~~ Delete: during the period from [DATE] to [DATE]

§ 4.1.7 Amendments to the 2018 International Energy Conservation Code (IECC).

A. The following sections are hereby revised:

1. § C101.1. Delete: ~~{NAME OF JURISDICTION}~~, Insert: **the City of Seaford, Delaware**
2. § C104.2 Delete: ~~applicable governing authority~~, Insert: **City Council**
3. § C104.3 Delete: ~~code official~~, Insert: **City Council**
4. § C104.4 Delete: ~~prescribed by law~~, Insert: **as established by City Council**
5. § C104.5 Delete: ~~Refunds. The code official is authorized to establish a refund policy.~~ Insert: **Deleted.**
6. § C108.4 Delete: ~~applicable governing authority~~, Insert: **City Council.**
7. § C109.1 Delete: ~~appointed by the governing body and shall hold office at its pleasure.~~, Insert: **the City Council.**
8. § C109.3 Delete: ~~Qualifications. The board of appeals shall consist of members who are qualified by experience and training and are not employees of the jurisdiction.~~ Insert: **Deleted.**
9. § R101.1. Delete: ~~{NAME OF JURISDICTION}~~, Insert: **the City of Seaford, Delaware**
10. § R104.2 Delete: ~~applicable governing authority~~, Insert: **City Council**
11. § R104.3 Delete: ~~code official~~, Insert: **City Council**
12. § R104.4 Delete: ~~prescribed by law~~, Insert: **as established by City Council**
13. § R104.5 Delete: ~~Refunds. The code official is authorized to establish a refund policy.~~ Insert: **Deleted.**
14. § R108.4 Delete: ~~applicable governing authority~~, Insert: **City Council.**
15. § R109.1 Delete: ~~appointed by the governing body and shall hold office at its pleasure.~~, Insert: **the City Council.**
16. § R109.3 Delete: ~~Qualifications. The board of appeals shall consist of members who are qualified by experience and training and are not employees of the jurisdiction.~~ Insert: **Deleted.**

§ 4.1.8 through § 4.1.99 RESERVED