

Town of Windsor

Memorandum

September 9, 2014

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Planning & Zoning Report

I am enclosing the planning and zoning report.

I recommend that you receive and file this report.

TOWN OF WINDSOR

Town Elected Officials
Carita J. Richardson, Mayor
Wesley F. Garris-Vice Mayor
Clint Bryant
Durwood V. Scott
Greg Willis
N. Macon Edwards, III
Patty Flemming



Established 1902

Town Manager
Michael R. Stallings, Jr.

Town Clerk
Terry Whitehead

Town Attorney
Wallace W. Brittle, Jr.

September 2, 2014

Memorandum

**To: Michael Stallings, Town Manager
Mayor and Town Council
Planning Commission**

From: Dennis Carney, Planning and Zoning Administrator
Subject: August 2014 Planning and Zoning Report

Zoning Permits: There were ten Zoning Permits for the month of August. This is double the number of permits that we had in July (5 permits) and five times larger than the 2 permits in August 2013. The permits were for 2 home occupations, 2 temporary signs, a sales yard, 3 privacy fences, 2 decks, and a utility shed (in conjunction with a fence permit).

Violations: There were eight new violation cases in August. This is less than the twelve in July but is identical to the eight cases in August 2013. The violations were for 3 inoperative motor vehicles, 3 tall grass cases and 3 "Other" cases for junk and trash and two zoning violations. On a positive note there were eight violation cases resolved in August; 2 inoperative motor vehicles, 3 tall grass, and two "Other" types of case, one for a zoning and one for junk and trash.

Planning Commission Activity: The Planning Commission held a duly advertised public hearing and recommended the Draft 2014 Comprehensive Plan be approved with two very minor corrections. Because of the significance of the Plan to the Town's future, Town Council may wish to hold a work-session in order to go over the Plan, its proposed future land use designations and policy recommendations.

The Planning Commission also held a public hearing on the amendment to increase the ten year restriction to fifteen years on manufactured homes entering the Town and to replace "mobile" in the Land Development Ordinance to "manufactured" in the MHP District section. The Commission recommended that the amendments be approved as written. Due to the lack of time between the Commission and the September Town Council meeting, the public hearing before Town Council will be at the October meeting.

On the third major issue that the Commission has been grappling with, a public hearing was set regarding temporary signs for their September meeting. This meeting was graciously moved to Tuesday September 23, 2014 to permit me to attend the Virginia Association of Zoning Officials meeting on September 24-26. The proposal is to

liberalize the permitting of temporary signs (up to five times a year of 60 day duration with 15 day breaks), and better define the number (based on 75 feet of road frontage) and quality of permitted temporary signs per business. The finished product of these deliberations will be coming to Town Council soon.

The next Planning Commission meeting is on Tuesday September 23, 2014 at 7:00 p.m.

Summary: The late summer was an extremely busy time for Planning and Zoning.