

Town of Windsor

Memorandum

December 8, 2015

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
Clint Bryant-Vice Mayor
Durwood V. Scott
Greg Willis
N. Macon Edwards, III
Patty Fleming
Tony Ambrose



Established 1902

December 1, 2015

Town Manager
Michael R. Stallings, Jr.

Town Clerk
Terry Whitehead

Town Attorney
Wallace W. Brittle, Jr.

Memorandum

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

From: Dennis W. Carney, Planning and Zoning Administrator
Subject: November 2015 Planning and Zoning Report

Zoning Permits: The number of Zoning Permits decreased slightly from the ten in October to nine in November. However this is more than the seven permits in November 2014. More importantly, the permits reflect two single family residences, a double-wide manufactured home and a single wide manufactured home on a vacant manufactured home park lot, two new replacement businesses, and two permanent signs for new businesses. There also was a temporary dumpster permit.

Violations: Violations increased slightly in November to seven from the five in October of the seven, five were repeat offenders. This is more than the five violations in November 2014. Six of the new cases were inoperative motor vehicles and one debris case. There were only two cases resolved in October. One was for an inoperative motor vehicle and the aforementioned debris case.

Planning Commission Activity: The Planning Commission did not meet in November and as is its custom will not meet in December. Its next meeting will be on January 27, 2016.

Other: Staff has been working on the Olde Town section and the RFP for the Citizens Institute on Rural Design (which is another area for Town Council's discussion) and has been acquiring information for the trees and plants from the Town of Smithfield and other localities for the required landscaping requirements of the Land Development Ordinance. We have been keeping very busy.

MONTHLY REPORT PLANNING & ZONING

November 2015

	<u>November</u>	<u>FYTD</u>
Number of Zoning Permits Issued:	9	38*
Residential New Construction:	4	13
Commercial New Construction:	0	0
Building Additions:	0	1
Accessory Buildings:	0	4
Signs:		
Temporary:	0	4
Permanent:	2	2
Fences:	0	3
Pools:	0	1
Decks:	0	1
Driveways:	0	0
Other:	3	9
Notices of Violation:	7**	34**
Inoperative vehicles:	6	29
Tall grass:	0	1
Signs:	0	1
Other:	1	3
Number of Violation Cases Resolved:	2*	46**
Inoperative vehicles:	1	42
Tall grass:	0	4
Sign	0	2
Other:	1	3

A list of addresses and tax map numbers for the permits and violations are available at the Town Office.

*Some Zoning Permits include several accessory items but are delineated by item on this report.

**The discrepancy between the number of types and the total numbers of violations reflect that some violations notices cite two or more classes of violations