

## Town of Windsor

### Memorandum

February 9, 2016

**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

February 2, 2016

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: January 2016 Planning and Zoning Report**

**Zoning Permits:** The number of Zoning Permits decreased in January to four from the eight in December. Also this is decidedly less than the ten permits issued in January 2015. The permits were for a small business addition for a foyer, a utility building, a permanent sign and a new business in an existing building.

**Violations:** New violations increased to seven in January. This is an increase from the five in December. All of these were for inoperative motor vehicles. This is more than the four violations in January 2015. One inoperative vehicle case was resolved last month.

**Planning Commission Activity:** The Planning Commission met and gave their general assent to the additions to be made to the Draft Comprehensive Plan for the "Olde Town Windsor chapter with a couple of minor changes. It also reviewed a draft trees and shrubs list to be utilized for the landscaping elements in the Land Development Ordinance which are required for new commercial buildings, new major subdivisions and manufactured home parks.

There was a lengthy discussion of the new Northern Route for the U.S. Route 460 Bypass. Because of the length of time for the Bypass project to be decided, and with the Draft Comprehensive Plan on hold, the consensus of the Commission members is to move forward on the Comprehensive Plan with the southern bypass route being removed along with any verbiage on that route. A small section explaining the current situation may be appropriate. Because of this, Staff requests Town Council to consider permitting the Commission to move forward on this document.

Because I have an extensive training class on Flood Plains that conflicts with the regular February meeting, the Commission graciously moved that meeting to February 17, 2016.

**Board of Zoning Appeals:** The Board of Zoning Appeals has a public hearing on a variance request scheduled for February 16, 2016. So February promises to be a short busy month.

# MONTHLY REPORT PLANNING & ZONING

January 2016

	<u>January</u>	<u>FYTD</u>
<b>Number of Zoning Permits Issued:</b>	<b>4</b>	<b>50*</b>
Residential New Construction:	0	15
Commercial New Construction:	0	0
Building Additions:	1	2
Accessory Buildings:	1	6
Signs:		
Temporary:	0	5
Permanent:	1	3
Fences:	0	4
Pools:	0	1
Decks:	0	1
Driveways:	0	1
Other:	1	14
<b>Notices of Violation:</b>	<b>7**</b>	<b>51**</b>
Inoperative vehicles:	7	39
Tall grass:	0	1
Signs:	0	1
Other:	0	3
<b>Number of Violation Cases Resolved:</b>	<b>1*</b>	<b>57**</b>
Inoperative vehicles:	10	52
Tall grass:	0	4
Sign	0	2
Other:	0	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