

Town of Windsor

Memorandum

January 12, 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

January 4, 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: December 2015 Planning and Zoning Report

Zoning Permits: The number of Zoning Permits decreased slightly from the nine in November to eight in December. However this is much higher than the mere two permits in December 2014. More importantly, the permits were for two single family residences, a utility building, a fence, a driveway expansion, a temporary sign, a home occupation and a roof for an existing deck.

Violations: New violations decreased from the seven in November to five in December. All of these were for inoperative motor vehicles. This is slightly more than the three violations in December 2014. However ten cases, all for inoperative vehicles, were resolved in December.

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

Other: The bulk of Staff's work has been on the RFP for the Citizens Institute on Rural Design (which will have been submitted by the January Town Council meeting), a synopsis of the Planning Commission's discussions of the Olde Town Windsor concept to date, and potential tree and plant list for the required landscaping requirements of the Land Development Ordinance.

MONTHLY REPORT PLANNING & ZONING

December 2015

	<u>December</u>	<u>FYTD</u>
Number of Zoning Permits Issued:	8	46*
Residential New Construction:	2	15
Commercial New Construction:	0	0
Building Additions:	0	1
Accessory Buildings:	1	5
Signs:		
Temporary:	1	5
Permanent:	0	2
Fences:	1	4
Pools:	0	1
Decks:	0	1
Driveways:	1	1
Other:	2	13
Notices of Violation:	5**	44**
Inoperative vehicles:	5	39
Tall grass:	0	1
Signs:	0	1
Other:	0	3
Number of Violation Cases Resolved:	10*	56**
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