

TOWN OF WINDSOR
P.O. Box 307
8 East Windsor Boulevard
Windsor, Virginia 23487
Phone 757-242-4288 E-Mail Windsor@windsor-va.gov

PLANNING COMMISSION MEETING AGENDA
May 24, 2023 - 7:00 p.m.
Town Hall

- 1) Call to Order
 - a) Welcome
 - b) Roll Call and Determination of Quorum
- 2) Public Comments
- 3) Approval of the Minutes of the April 26, 2023 Planning Commission meeting
- 4) Public Hearing
 - A) An application submitted by the Economic Development Authority of the Town of Windsor, owner, for a change in zoning classification from C-B-1, Conditional General Business to B-1, General Business. The application includes Tax Parcels 54B-04-(1 through 19) totaling 5.144 acres and Tax Parcels 54B-04(21,22,23) totaling 2.845 acres. The parcels are located adjacent to Windsor Boulevard (U.S. Route 460) approximately 900 feet west of the intersection of U.S. Route 258/U.S. Route 460. The purpose of the application is to remove the conditional zoning (proffers) associated with aforementioned parcels.
- 5) Town Attorney's Report
- 6) Economic Development Authority (EDA) Report
- 7) Old or Unfinished Business
- 8) New Business
- 9) Next Regular Meeting Date: July 26, 2023
- 10) Motion to Adjourn

MINUTES OF THE PLANNING COMMISSION - WINDSOR, VIRGINIA

The Planning Commission met on Wednesday, April 26, 2023 at 7:00 p.m. at the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Terry Whitehead, Town Clerk, called the meeting to order and welcomed all who were present. Mrs. Whitehead recorded the minutes. James Randolph, Planning & Zoning Administrator was present. Mrs. Whitehead called the roll.

Planning Commission members present: Leonard L. Marshall - Chairman
Devon Hewitt - Vice Chairman
David Adams
Dale Scott
Ricky Vaughan
Larissa Williams

Planning Commission member absent: Jesse Taylor

PUBLIC COMMENTS

None

MINUTES

Chairman Marshall asked if there were any amendments or comments regarding the minutes of the March 22, 2023 regular Planning Commission meeting.

Commissioner Hewitt made a motion to approve the minutes as presented. Commissioner Scott seconded, and the Commission unanimously passed the motion as recorded on the attached chart as motion #1.

TOWN ATTORNEY REPORT

None

ECONOMIC DEVELOPMENT AUTHORITY (EDA) REPORT

Commissioner Scott reported that the sale of the property located on the west side of Town on Route 460 is still progressing, but not yet finalized.

OLD OR UNFINISHED BUSINESS

None

NEW BUSINESS

Draft 2045 Comprehensive Plan

Introduction: Scope and Purpose of the Plan, Location

Chapter 1 - History

Mr. Randolph stated that we have begun the update to the Comprehensive Plan. He said it has been labeled as 2045, which will essentially make this a 21 year plan if adopted next year.

Mr. Randolph said as previously discussed, localities are required to review and update their Comprehensive Plan every five years. He said the current plan was adopted in July 2016; however, with the onset of the pandemic and limited staff availability, this update did not occur in 2021. He noted that there is no penalty for not updating the plan within that five year timeframe; however, it is a valuable tool to be utilized for the orderly growth and development of the community.

Mr. Randolph said going forward, there will be more pictures and graphs added to the plan.

Mr. Randolph reviewed the *Introduction: Scope and Purpose of the Plan, Location* as follows:

INTRODUCTION

Background and Purpose of the Comprehensive Plan

This Comprehensive Plan provides a general guideline for community development in the Town of Windsor. The Town of Windsor Comprehensive Plan is an official public document adopted by the Town Council which analyzes present conditions and future needs. As a long-term guide, generally with a 20+ year planning horizon, this plan will envision the Town's desired future and will be used for decisions related to growth and development. It is intended to be a flexible document that will be updated periodically to respond to changing circumstances.

A comprehensive plan should be a community's statement of its future goals and desires, based on a realistic assessment of both current and projected conditions. Essentially, the community must evaluate 1) Its history 2) where it is now 3) where it wants to be and 4) how to get there.

Understanding and Implementation of the Plan

The Comprehensive Plan is a document that is official in nature, meaning it is designed to serve as a policy guide for decisions regarding community development. The plan can be implemented through a variety of regulatory and financial tools. Generally, the plan is implemented through the Zoning Ordinance, the Subdivision Ordinance, Capital Improvements Plan, the Annual Operating Budget, and Master plans for specific areas. The Comprehensive Plan encompasses the entire Town, includes a broad range of topics and covers a long-term time horizon.

Legal Basis for the Plan

In accordance with Title 15.2-2223 of the Code of Virginia (1950), as amended, the local planning commission is authorized to prepare and recommend a comprehensive plan of

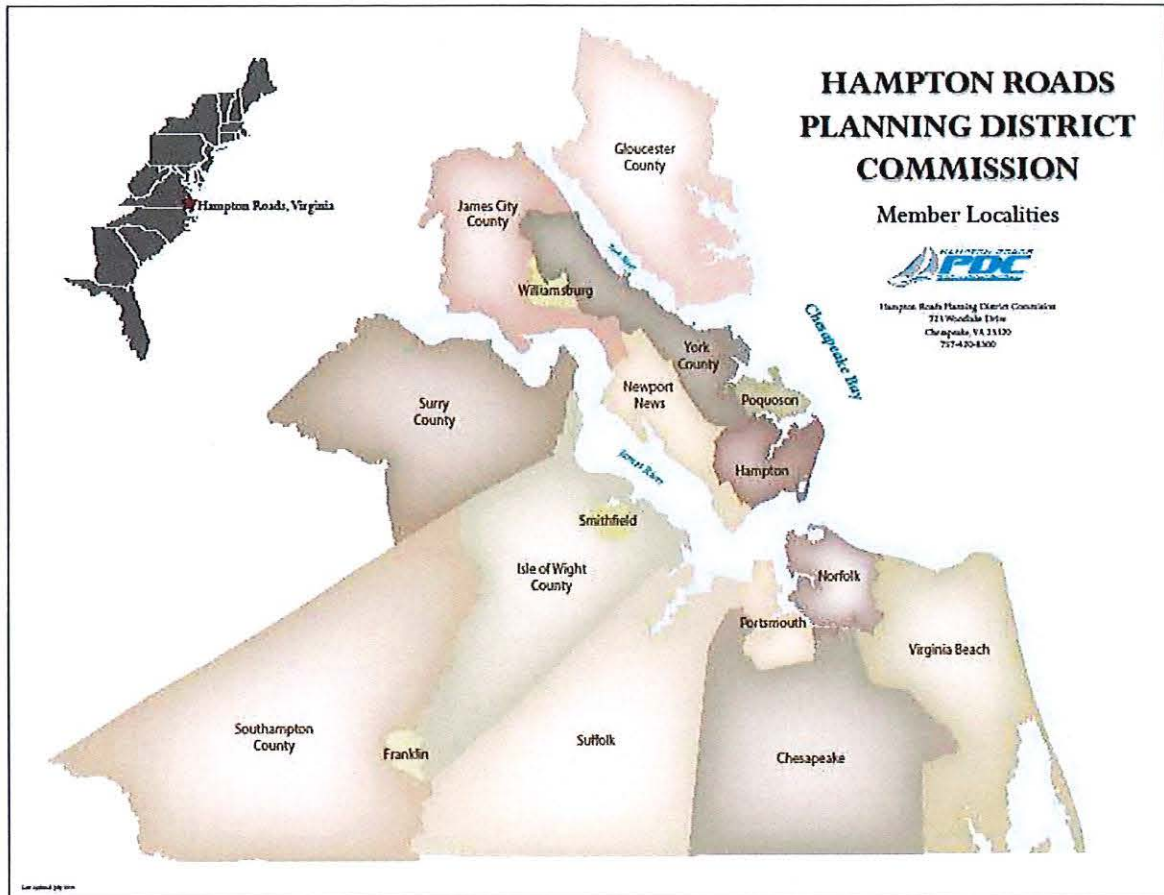
the physical development of the territory within its jurisdiction. The governing body (Town Council) shall review the plan and recommendation from the Planning Commission and adopt the plan accordingly. The Plan is to be general in nature and designate the general location, character, and extent of public facilities and improvements.

Title 15.2-2232 of the Code of Virginia states that a comprehensive plan adopted by the governing body of a locality “shall control the general or approximate location, character and extent of each feature shown on the plan. Thereafter, unless such feature is already shown on the adopted master plan, no street or connection to an existing street, park or other public areas, public building or public structure, public utility feature facility or public service corporation facility other than a railroad facility, whether publicly or privately owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character and extent thereof has been submitted to and approved by the local commission as being substantially in accord with the adopted comprehensive plan or part thereof.”

The Code of Virginia Title 15.2-2236 requires that comprehensive plan be reviewed and updated, when necessary, at least every five years. As with any document, amendments may be needed over time depending on new initiatives, more detailed planning or changes in governmental policies. Examples of future amendments may include neighborhood plans (small area studies/plans), transportation improvement plans, housing plans, park plans or other master plans.

LOCATION

The Town of Windsor is located in the east central portion of Isle of Wight County, which is located along the coastal plain in southeastern Virginia. Windsor is approximately 30 miles west of the center of the Hampton Roads metropolitan area. The City of Suffolk is located 2.5 miles to the east. Windsor is located at the crossroads of two major highways, U.S. Route 460 and U.S. Route 258. Route 460 provides Windsor with a direct connection to the Hampton Roads region and to the Richmond-Petersburg metropolitan area. Route 460 West leads to connections with Interstates 95 and 295. Route 258 North leads to the Isle of Wight County Courthouse and the Town of Smithfield while Route 258 South leads to the City of Franklin and U.S. Route 58.



Mr. Randolph noted, before reviewing Chapter 1 - History, that at the end of this section, there is a reference source utilized.

Mr. Randolph continued to review *Chapter 1 - History* as follows:

CHAPTER 1 - HISTORY

The Town of Windsor is located within Isle of Wight County. After the initial settlement of Jamestown by English colonists in 1607, settlers began exploring the areas adjacent to and along the James River. In 1608 Captain John Smith crossed the James River and obtained bushels of corn from the native inhabitants, the Warraskoyak, to help feed the starving colonists at Jamestown. The first English plantations along the shoreline of Isle of Wight were established by Puritan colonists including Christopher Lawne in May of 1618 and Edward Bennett in 1621. By 1634, the entire Virginia Colony consisted of eight shires (counties). Warrosquyoake Shire was later renamed Isle of Wight County, in reference to the island off the southern coast of England.

The land where the Town of Windsor is located is surrounded by tributaries from the Corrowaugh Swamp, the Beaver Dam Swamp and Ennis Pond. The forests were rich with tall cedar, cypress, pine, oak and other hardwoods. The early pioneer families who settled this area in the mid-19th century included the Roberts, Saunders, Underwood and Godwin. Travel routes had been established and several of these crossed in the area.

The area which would become the Town of Windsor was then known as Corrowaugh. Locals also called it Frog Level due to numerous frogs that would gather in the puddles formed on the heavy, wet soils. On August 9, 1852 Corrowaugh was established as a Post Office and mail was brought from nearby Carrsville once a week by courier.

In 1854 land was purchased for the construction of a railroad from Petersburg to Norfolk. William Mahone was the chief engineer of the line and with his wife, a fan of Sir Walter Scott's *Ivanhoe* novel, the names of Waverly, Wakefield and Windsor were given for the stops along the railroad line. There was a dispute over naming one stop, thus Disputanta was the given name for that area. The railroad built a depot and Corrowaugh was renamed Windsor Station.

Mr. Alexander H. Ashburn, age 22 and son of an English immigrant came to Corrowaugh from Nansemond in 1853 as the survey for the railroad was being conducted. Ashburn would become one of the original contractors during its construction. He married Sara Watkins of Isle of Wight County. With his father-in-law, Meredith Holland Watkins, Ashburn purchased nearby forest lands and began a mercantile business. They built a residence and became one of the earliest settlers. Lumber was in strong demand and the newly constructed railroad provided access to Norfolk and other markets. Numerous sawmills were located in the Windsor Station area.

By 1857 the first Masonic Lodge was established. It was called the Temperance and the Master was Mills Barret. A building was constructed on property belonging to Mr. Ashburn and Mr. Watkins and was south of the railroad tracks. In 1866 the Temperance Lodge became extinct as a fraternity. The building became a community center and one room school. The building was also used as Union Sunday School and a social hall for plays and dinner meetings.

By 1860 as the talk of secession became greater, the Isle of Wight Rifle Grays were established under the command of Captain Watkins and began drilling in preparation for armed conflict. The election to decide whether or not the State of Virginia should secede from the Union indicated that every registered voter in Isle of Wight County cast a vote to secede. Captain Watkins' men served with the Co. D 16th Virginia Regiment of the Confederate Army. Seven Confederate Brothers: "On April 22, 1861 at the beginning of the Civil War, six sons of Benjamin Mills Roberts and Mary Ann Wright Roberts enlisted in Co. D (Isle of Wight Grays), 16th Va. Inf. Regt. They were Mills W., John W., Sylvester J., Benjamin C., Francis C. and Nathaniel C. Roberts, who received a medical discharge. 1st Lt. Stephen W. Roberts, the seventh son, already had enlisted in the 11th N.C. Inf. All of the brothers were wounded while in service, and three surrendered at Appomattox Court House. Remarkably, all survived the war to return to the Windsor area." (Virginia Department of Historic Resources Marker UT 19)

During the War between the States, Isle of Wight County and Windsor Station were considered "no man's land" as the Union controlled Nansemond and Suffolk to the east and the nearby Blackwater River was the demarcation point of the Confederacy to the west. Several battles and skirmishes occurred in close proximity to Windsor Station including the Battle of Smithfield in 1864 and the Battle of Franklin in 1862. Union troops were in Windsor Station as evidenced by a suit of damages done to a tannery. The damages were so great that the tannery never functioned again. During this time, the mail contract with the railroad was discontinued which interrupted the daily deliveries in Windsor Station.

Rebuilding after the war was a problem in Windsor Station, as it was all over the South. Damaged buildings, loss of life and manpower, loss of personal property and enormous debts were difficult to overcome. Windsor Station became a military district under the supervision and guidance of the Union.

In 1878, Mr. Ashburn felt a growing need for an institute of learning superior to the one room school he helped establish earlier. He went to Smithfield and induced Dr. Joseph Franklin Deans to come to Windsor to minister to the churches and establish a school. Dr. Deans was preaching at Smithfield Baptist Church and teaching at Smithfield Male and Female Academy. The Windsor Male and Female Academy was organized and located at the corner of Church Street and North Court Street in the present structure. One year later, under the guidance of Western Branch Baptist church, the Windsor Baptist Church was organized. After another year, the Trustees of the Windsor Baptist Church proposed to build a new house of worship during the spring and summer and in 1880, Mr. Ashburn deeded the property to the trustees. The frame church was dedicated in 1881.

The Windsor Male and Female Academy was among the first two room schools in the County and was a boarding school. It educated children from three counties and provided the early education for many who became preachers, doctors, lawyers, and teachers.

In 1902, some of the merchants and businessmen in Windsor Station felt it was time to organize the town and adopt a fair and equitable method of taxing the residents and providing services for the good of the community. The Virginia Constitution had been recently changed and the businessmen believed there would be more opportunities available if they were chartered. The Charter was granted by the General Assembly on March 15, 1902 and the name was changed to the Town of Windsor. The first official council was appointed to serve for one year until an election could be held. The officers appointed were as follows: Charles T. King - Mayor, C.L. Griffin, W. S. Holland, C. W. Bailey, Franklin Pierce, J.S. Vaughan, F.C. Roberts, W.J. Rhodes and J.F. Deans.

At the August 8, 1902 meeting one finds in the minutes a good description of the schoolhouse to be built. The school would be built by C. W. Bailey on his property next to the Methodist Parsonage. Mr. Bailey intended to rent the school to the Town. It appears that the intent was to provide schooling for the 85 children with the revenue obtained from levying taxes, however, a special committee was asked to meet with the County Superintendent of Schools, Gavin Rawls, and cooperate with the County in providing a school in Town that would serve the same purpose.

The first recorded streetlights provided by the Town were six lamps purchased September 5, 1902. These lamps were gas lit and required the Town Sergeant to light them in the evening and damper them each morning.

In 1905, the first Council Chambers were rented from R. W. Atkins, and furniture and two cuspidors were purchased to furnish it. This would not be a very permanent location however, as during the next 50 years the meetings were held in several places including: R.A. Rhodes store, the Directors Room of the Farmers Bank, Windsor High School, the School Superintendent's Office and the Municipal Building.

The Street Committee was assigned to maintain the streets. There was a problem with farm animals that wandered through the streets and napped wherever they pleased. Residents had to fence their yards to keep the animals out. When the Committee had dirt brought in to improve the streets, there was a problem with people taking the dirt for their own use. In 1907, the Street Committee established a continuous working relationship with State Department of Highways to maintain the streets. They began to secure rights of way for sidewalks in the downtown area, and the first sidewalks were provided.

In June 1908, the Council approved a resolution to clean up the Christian Church cemetery and years later the cemetery was conveyed to Town. From that time on, the cemetery has been owned and maintained by the Town. In November 1946, the Town purchased additional land from J.C. Griffin to enlarge the cemetery.

The State Highway Department proposed to build a new road through Windsor. It was identified as Highway #460 and in 1929 the new highway was opened for travel.

Many homes and businesses were lost to fires during the early development of Windsor. After one particular fire which required assistance from Suffolk and Smithfield Fire Departments, the Ruritan Club sponsored a Volunteer Fire Company. They appeared before Council and requested assistance in obtaining equipment. In 1947, the Town Council authorized the following officers for the Fire Company of Windsor. These were: Earl Kello – Chief, Harry Griffin-Assistant Chief, Russell Nelms-Chief Engineer, and Tom Parham-Assistant Chief Engineer.

In 1950, the Windsor Ruritan Club and the Town of Windsor built a “Community House” which is a valuable asset for the community. Since 1970, the Ruritan Club has owned and operated the building.

Over the next three decades, Town services improved and expanded. The streets were paved, sidewalks extended, additional streetlights installed, and drainage improved. Privately owned water systems were purchased by the Town, upgraded and extended and an above ground storage tower was constructed. In 1971 the Windsor Volunteer Rescue Squad was founded. Robinson Park was established in honor of M.H. Robinson who was a council member and mayor for many years. The Walter Cecil Rawls Library located a branch adjacent to the park on land donated by the Town of Windsor.

The Town established a police department in 1990 and the County Sheriff was appointed Police Chief. The Town hired off duty County Deputy's to work part time each month. In 2001, the Town hired its own Police Chief thus creating a full time Windsor Police Department. A police station was established on property along Windsor Boulevard (US Route 460).

In the late 1970's, a Windsor Planning Commission was appointed, and a Board of Zoning Appeals established. A zoning ordinance and subdivision ordinance were adopted to allow for continued orderly development within the Town.

By the year 2000, the Town of Windsor was still the original 1 square mile of area chartered in 1902, with about 1000 residents. Essentially, the Town was built out. On July 1, 2001 the Commonwealth of Virginia approved Windsor's request to annex 2.82 square miles from Isle of Wight County. This endeavor required considerable negotiation

with Isle of Wight County and led to a Voluntary Settlement Agreement. The annexation increased the population to about 2347.

In 2002, the Town of Windsor celebrated its 100th anniversary or Centennial. A large granite memorial was added to Centennial Park and includes the names of former Mayors, Council members and families that have called Windsor home during its first 100 years.

Since 2000, the former Windsor Middle School has been renovated and is now the Windsor Town Center. New sidewalks have been constructed to the Holland Meadows subdivision and the Windsor Athletic Association sports complex. The welcome signs at the town entrances have been replaced and six murals depicting the town's history have been painted on existing buildings. A new public works building was completed in 2021 on East Griffin Street.

As decades turn into centuries, the needs and services of the Town change. The Town has found itself in the constantly changing role of providing the services needed for an improved standard of living for its residents. The changing generations and their quest for improving the town are the forces that created the Town of Windsor from a crossroads with a post office into the vibrant community it is today. The quest of current and future generations will continue to be the driving force in the decades to come.

Commissioner Scott noted a typo in the History section, paragraph 7, the last sentence, referencing *the first official council appointed, J.S. "Vaugh"* should be corrected to show J.S. "Vaughan."

Mr. Randolph said he would make this correction.

Mr. Randolph noted that much of this history section is sourced from "The Historical Sketch of the Town of Windsor" which was primarily written by Judith S. Robinson, a former Clerk of the Town. She included the years from 1851 to 1980. Several updates were added in 2002 by Patricia M. Mann who served as a Town Clerk & Treasurer. Additional updates were added in 2021 by the Women's Club of Windsor with assistance from Terry Whitehead, Town Clerk, William Saunders IV, Town Manager, Robert C. Claud, former Mayor, Marvin Crocker, former Mayor, and Carita Richardson, former Mayor.

Mr. Randolph said that a lot of the history and what goes into the Comprehensive Plan is how we keep this town going and make it a vibrant place for generations to come. He said that is part of the role that the Planning Commission takes in updating the Comprehensive plan.

Mr. Randolph said as we develop this Comprehensive Plan, if there are any specific additions or suggestions, please let him know.

Mr. Randolph said he anticipates that we will be reviewing Chapter 2 - Population and Chapter 3 - Housing, at the May Planning Commission meeting.

Mr. Randolph noted that he will be out of town for the June meeting for Planning and Zoning training; therefore, that meeting will be cancelled if the Commission is in agreement. The Commission agreed to cancel the June 28, 2023 meeting.

ADJOURNMENT

Chairman Marshall stated that the next Planning Commission meeting is scheduled for May 24, 2023.

There being no further business, Commissioner Scott made the motion to adjourn. Commissioner Adams seconded, and the Commission unanimously passed the motion as recorded on the attached chart as motion #2.

The meeting adjourned at 7:20 p.m.

Leonard L. Marshall, Chairman

Terry Whitehead, Town Clerk

TOWN OF WINDSOR
 RECORD OF
 PLANNING COMMISSION VOTES

Commission Meeting Date April 26, 2023

Motion #	L. Marshall	L. Williams	J. Taylor	D. Hewitt	D. Scott	R. Vaughan	D. Adams
1	Y	Y	absent	Y	Y	Y	Y
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Jerry Whitehead, Clerk

P.O. Box 307
8 E. Windsor Blvd.
Windsor, VA 23487

TOWN OF WINDSOR

Department of
Planning & Zoning
757-242-4288



Established 1902

PLANNING & ZONING REPORT

Application: Request for a change of zoning classification from C-B-1, Conditional General Business to B-1, General Business. The purpose of the application is to remove the proffers (conditional zoning) associated with the parcels. There are (3) proffers associated with the conditional zoning. Please see the Overview/History section and Attachments for further detail.

Property Owner: Town of Windsor Economic Development Authority (EDA)

Property Location: Windsor Boulevard, approximately 900' west from intersection of US258/US460

Tax Parcel Numbers: 54B-04-(1 through 19), South-side of Windsor Blvd.
54B-04-(21,22,23), North-side of Windsor Blvd.

General Information:

Acreage: Parcels 54B-04-(1 through 19): 5.144 acres
Parcels 54B-04-(21,22,23): 2.845
Total application acreage: 7.989

Current Zoning: Conditional General Business, C-B-1
Current Use: The subject parcels are currently vacant and undeveloped.

Proposed Zoning: B-1, General Business
Proposed Use: The EDA is currently discussing with a prospective client a plan to develop a potential business with an emphasis on agriculture and agricultural products.

Comprehensive Plan: Commercial

Adjacent Properties: Adjacent properties consist of agricultural land to the west, a single family detached dwelling to east (for the north-side parcels), and agriculture and a restaurant business (for the south-side parcels). The railroad is located just to the south of these parcels.

Site Characteristics: The parcels on the south-side of Rt. 460 are generally flat with a few trees scattered in the center of the property and have 980' of frontage along Windsor Blvd. The parcels on the north-side are generally flat with the back half of the parcels wooded and have 638' of frontage along Windsor Blvd.

Environmental: There are wetlands located at the very back of the parcels on the north-side of Windsor Blvd. along the existing run and old run. The conceptual proposal submitted by the applicant would focus primarily on the parcels on the south-side of Windsor Blvd. Therefore, there are no anticipated environmental impacts.

Historical/Cultural: No significant aspects noted at this time.

Transportation: There is currently one existing entrance of approximately 20' width serving the property on the south-side of Windsor Blvd., and no entrance for the property on the north-side of Windsor Blvd. Any proposed access to either property would be subject to review and approval by the Virginia Dept. of Transportation during any site plan review submitted to the Town of Windsor.

Utilities: There are no water or sewer utilities serving these properties. An old septic system that served a mobile home is shown on the survey plat, however its condition is unknown and therefore should not be considered adequate for any proposed use. Utilities, if provided, would be a private well and private on-site septic system subject to Health Department standards. Electric service is available to the properties through Dominion Energy.

Economic: The properties are currently vacant. The parcels are not currently on the tax rolls, as they are owned by a governmental entity. Should a sale of the properties occur, the new owner would be subject to Isle of Wight County and Town of Windsor real estate taxes and other applicable taxes.

History and Overview:

These parcels, both the south-side and north-side, were under the zoning jurisdiction of Isle of Wight County prior to the annexation agreement and were zoned RAC, Rural Agricultural Conservation. After annexation by the Town of Windsor, they were given a reciprocal zoning classification of A1, Agricultural.

In 2004, American Fidelity Insurance Agency submitted an application to rezone these parcels to Conditional B-1, Conditional General Business. A list of proffers (conditions) was voluntarily submitted by the applicant. The proffers include:

- 1) Development of the subject property shall be in substantial conformity with the general site plan and the architectural elevations submitted with this application.
- 2) Developer shall extend water and sewer lines to the subject property at the Developer's expense.
- 3) Lighting for the site shall be directed inward with minimal overlap onto adjacent properties. Standard sized light poles shall be used in the retail shopping center area and all out-parcels. Lighting shall be uniform in color for the project and shall utilize direct cutoff lights on 30 foot poles.

The Planning Commission held a public hearing on the application on May 26, 2004. The Planning Commission recommended approval of the conditional zoning application. The Town Council held a public hearing on July 13, 2004 and voted to approve the zoning map amendment to Conditional B-1.

On March 31, 2011 the properties were transferred to Dorothy I LLC. On December 30, 2014 the properties were transferred to FB Properties of VA LLC (Farmers Bank). On November 12, 2015 the properties were transferred to the Town of Windsor. The Windsor Economic Development Authority (EDA) is currently marketing the subject properties. However, the conditional zoning adopted in 2004 remains with the properties until such time the Town Council takes affirmative action to change the zoning classification. Any, and all owners of the properties would be required to incorporate these proffers in any development proposal submitted to the Town for approval. Staff attended the EDA meeting of August 1, 2022 and provided information about the conditional zoning associated with the properties and the process by which the proffers could be removed or modified.

The EDA has now applied to remove the proffered conditions in order to be able to market the properties without the aforementioned conditions. They have a potential client interested and have submitted a conceptual plan as part of their application. Information or questions about the proposed development of these sites should be directed to the applicant (EDA).

Staff Conclusions:

Strength:

The application to change the zoning classification to B-1, General Business remains consistent with the Comprehensive Plan which designates these properties as commercial.

Because the comprehensive plan's standards are wide ranging but explicit, it should be the principal guide to the Planning Commission's discussions and actions concerning land use management and development, particularly zoning amendments. The Commission, however, should also look beyond the plan and consider whether proposed developments or requests for amendments to zoning or other ordinances, even if consistent with the plan, advance the best interests of public health, safety, and general welfare.

Weakness:

The request to remove the proffers (conditional zoning), specifically proffer #2, "Developer shall extend water and sewer lines to the subject property at the Developer's expense", may result in more limited possibilities for development of the properties. There are no items listed in the Capital Improvement Plans (CIP) of either the Town of Windsor or Isle of Wight County to extend utilities to these properties. Therefore, unless a developer extends utilities at their expense, it is unlikely that any utility extensions will occur in the next 5 years.

Attachments:

- Application for a change in zoning classification with conceptual plan
- Plat of the properties
- Notice of public hearing
- Original Proffer letter and site plan

TOWN OF WINDSOR

Zoning Map Amendment



Planning and Zoning
Administrator
(757)242-4288

Established 1902

Property Owner(s) WINDSOR EDA Owners Ph.# 757-242-4288

Owners Mailing Address P.O. Box 307 WINDSOR VA 23487

Applicant (if different from Owner) _____ Ph# _____

E-Mail _____

Agent-Correspondence should be sent to MISCHELLE GOODMAN

Address/location of Subject Property WINDSOR BLVD.

54B-04 (1-19)

GENERAL BUSINESS

CONDITIONAL

Tax Map Number 54B-04-(21-23) Proposed Zoning District B1 Present Zoning District C-B1

GENERAL BUSINESS

North: 2.845

North - 635' +/-

7.989
TOTAL

Parcel Size South: 5.144 Street Frontage SOUTH 986' +/-

Are there proffered conditions with this rezoning (if so please submit an original set of proffers signed by the owner). Yes _____ No X

Purpose of this Zoning Map

Amendment REMOVE CONDITIONAL ZONING (PROFFERS) FROM EXISTING ZONING
(If more room is needed - refer to and write a narrative and attach to this application)

Is this request in general accord with the current Town of Windsor Comprehensive Plan? YES

If no, is a Comprehensive Plan revision being submitted concurrently with this application? (Please submit a siteplan of the proposed rezoning including any new structures, streets, driveways and any other amenities that are present or to be constructed on the property, including structures or streets/driveways to be removed or moved. An application is not considered to be complete without such a siteplan).

Are there structures on the property, and if yes, will they be re-used or removed? No

If the property is vacant or if new structures are envisioned, what types (and sizes) of structures and how many such structures will be constructed if this property is rezoned (please provide what the proposed structures will look like? SEE ATTACHED CONCEPTUAL PLAN

Number of Parking Spaces Required and how many are being provided? N/A

Are there Chesapeake Bay Resource Protection Areas on the property? No

Was a Traffic Impact Analysis (TIA) required for this Request? No If yes, has the Virginia Department of Transportation (VDOT) approved it?

(If not, the application cannot proceed until this review is completed) (Please include a copy of the TIA and VDOT's response with this application and provide an explanation of how VDOT's comments are being addressed.)

Are there adequate water and sewer facilities to serve the proposed use that would follow this rezoning (if not, how will these facilities be provided)? PRIVATE WELL + SEPTIC IF NECESSARY

What are the properties zoned and what is the use of the properties on the property adjacent to the subject property?

NORTH- Zoning A1

Use(s) AGRICULTURE

SOUTH- Zoning A1

Use(s) AGRICULTURE

EAST- Zoning A1, R1, B1

Use(s) AGRICULTURE, RESIDENTIAL, BUSINESS

WEST- Zoning A1

Use(s) AGRICULTURE

I/WE HAVE READ THIS COMPLETED APPLICATION, UNDERSTAND ITS INTENT AND FREELY CONSENT TO ITS FILING. THE INFORMATION PROVIDED IS ACCURATE TO THE BEST OF MY/OUR KNOWLEDGE. I UNDERSTAND THAT THE TOWN MAY APPROVE OR DENY THE REQUEST FOR WHICH I AM APPLYING. FURTHERMORE, I GRANT PERMISSION TO THE PERSONNEL OF THE TOWN AND OTHER AGENTS OF THE TOWN OF WINDSOR AND ANYOTHER AUTHORIZED GOVERNMENT AGENCY TO ENTER THE PROPERTY AND MAKE SUCH INVESTIGATIONS AS THEY DEEM NECESSARY TO EVALUATE THE REQUEST.

Name Mischelle L. Goodman

(Print) Chairman, Town of Windsor EDA Signature (Applicant)

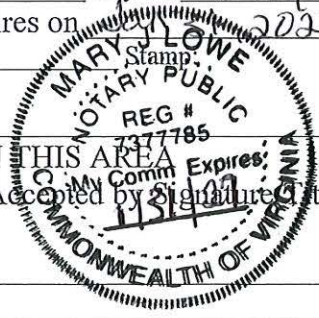
(owner / contract purchaser / authorized agent - please circle one) Date

NOTARY: COUNTY OF Isle of Wight STATE OF Virginia

Subscribed and sworn to me on the 1 day of May, of the year

2023. My Commission expires on 2027. Notary Public Signature:

Mary J. Lowe



STAFF USE ONLY- DO NOT WRITE IN THIS AREA
Fee Paid _____ Date _____ Accepted by Signature _____ Title _____

Comments _____

Planting Phase 1

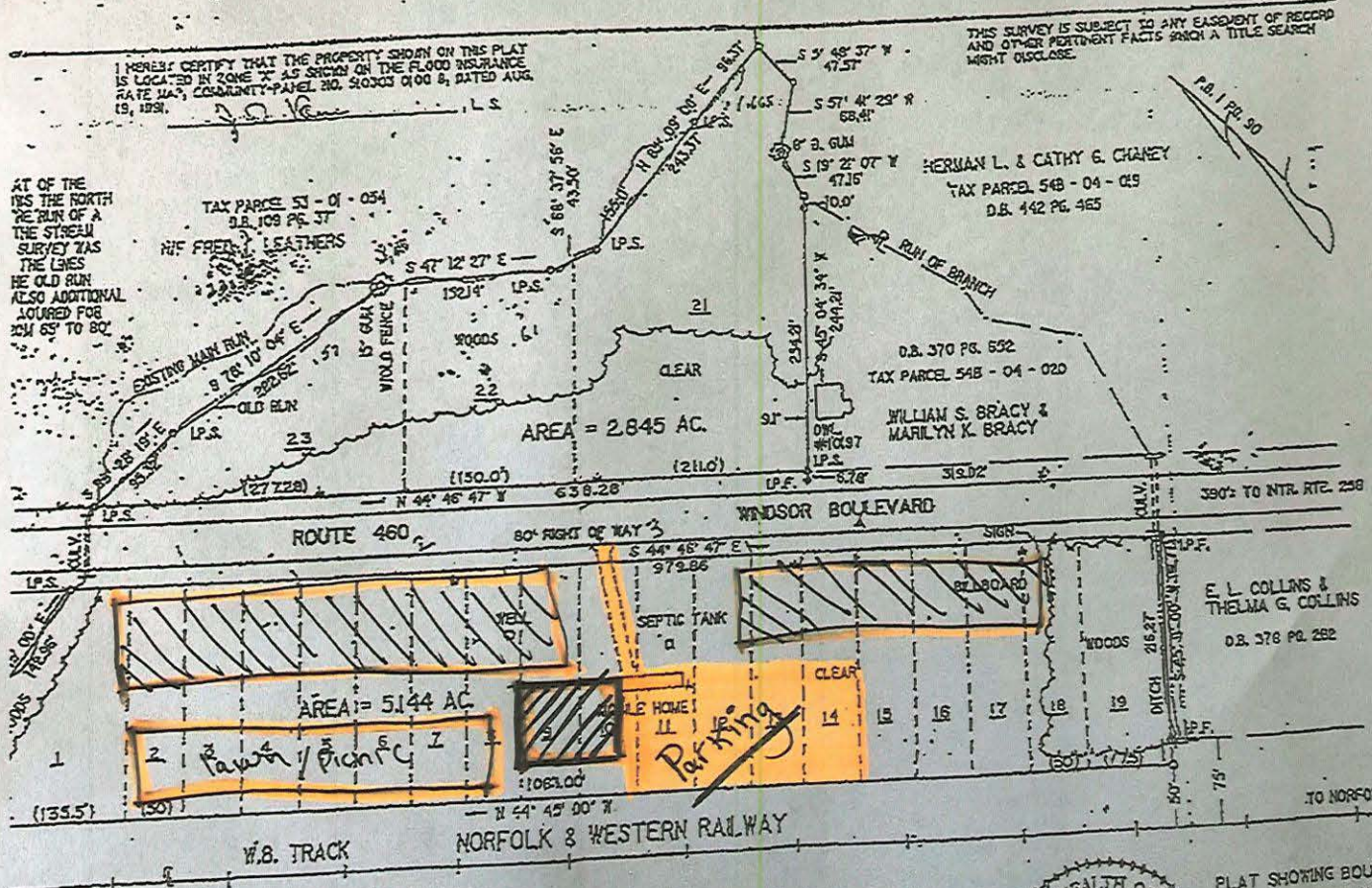
Planting Phase 2

lawn/picnic tables

Shop

Entrance

Parking



I, A DULY LICENSED SURVEYOR, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED IN ACCORDANCE

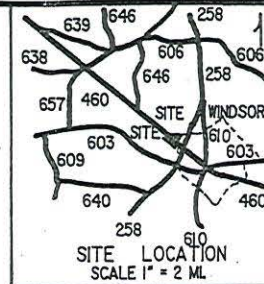
REFERENCE BEES TO NAME COUNCIL



I HEREBY CERTIFY THAT THE PROPERTY SHOWN ON THIS PLAT IS LOCATED IN ZONE "X" AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NO. 510303 0100 B, DATED AUG. 19, 1991.

J.D. Vann, L.S.

THIS SURVEY IS SUBJECT TO ANY EASEMENT OF RECORD AND OTHER PERTINENT FACTS WHICH A TITLE SEARCH MIGHT DISCLOSE.



NOTE - THE ORIGINAL PLAT OF THE CHAS. WINFIELD EST. SHOWS THE NORTH BOUNDARY LINE ALONG THE RUN OF A BRANCH. IT IS OBVIOUS THE STREAM HAS CHANGED SINCE THE SURVEY WAS MADE ON APRIL 2, 1935. THE LINES SHOWN HEREON DEPICT THE OLD RUN AS NEAR AS POSSIBLE. ALSO ADDITIONAL RIGHT OF WAY HAS BEEN ACQUIRED FOR ROUTE 460, CHANGING FROM 65' TO 80' IN WIDTH.

TAX PARCEL 53 - 01 - 054
D.B. 109 PG. 37

NIF FRED T. LEATHERS

HERMAN L. & CATHY G. CHANEY

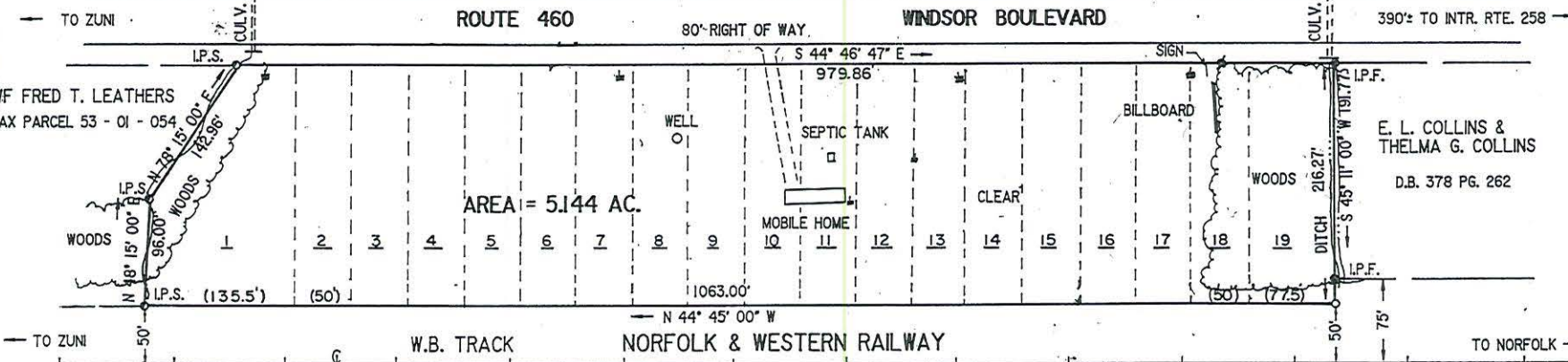
TAX PARCEL 54B - 04 - 019
D.B. 442 PG. 465

D.B. 370 PG. 652
TAX PARCEL 54B - 04 - 020

WILLIAM S. BRACY &
MARILYN K. BRACY

AREA = 2.845 AC.

AREA = 5.144 AC.



- 2 DENOTES LOT NUMBERS
- DENOTES LOT LINES
- (50') DENOTES LOT DIMENSION
- - DENOTES IRON PIN FOUND I.P.F.
- - DENOTES IRON PIN SET I.P.S.
- ⚡ - DENOTES POWER POLE

TOTAL AREA = 7.989 ACRES

TAX PARCEL 54B - 04 - 1 THRU 19 & 21, 22 & 23

I, A DULY LICENSED SURVEYOR, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARDS AND PROCEDURES FOR LAND BOUNDARY SURVEYING PRACTICE AS ESTABLISHED BY THE COMMONWEALTH OF VIRGINIA BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND LANDSCAPE ARCHITECTS.

J.D. Vann, L.S.

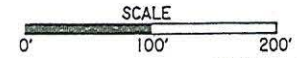
REFERENCE DEEDS TO MAMIE COUNCIL

LOT 1	D.B. III PG. 283
LOTS 2, 3 & 4	D.B. III PG. 280
LOT 5	D.B. III PG. 281
LOTS 6 - 12	D.B. III PG. 246
LOTS 13, 17 & 18	D.B. III PG. 282
LOTS 14, 15 & 16	D.B. III PG. 279
LOTS 21, 22 & 23	D.B. III PG. 474
PLAT CHAS. WINFIELD EST.	P.B. I PG. 90

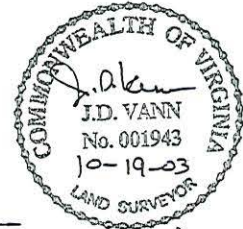
REVISED OCT. 19, 2003 (NAME CHANGE IN TITLE)
* REVISED AUG. 7, 1998 (NAME CHANGE IN TITLE)

PLAT SHOWING BOUNDARY SURVEY OF PROPERTY SURVEYED FOR
AMERICAN FIDELITY INSURANCE AGENCY, INC.

LOCATED ON WINDSOR BOULEVARD
WEST OF WINDSOR, VIRGINIA
WINDSOR MAGISTERIAL DISTRICT
ISLE OF WIGHT COUNTY, VIRGINIA
SCALE 1" = 100' FEB. 19, 1998 *



WILLIAMS & VANN - LAND SURVEYORS
1213 CLAY STREET
FRANKLIN, VIRGINIA 23851



98-37-1W BW117-47

PUBLIC NOTICE

Town of Windsor-
Planning Commission

PUBLIC HEARING

The Planning Commission of the Town of Windsor, Virginia will hold a public hearing on Wednesday, May 24, 2023 in the Windsor Town Hall located at 8 East Windsor Blvd., Windsor, Virginia to consider the following:

Beginning at 7:00 p.m.

An application submitted by the Economic Development Authority of the Town of Windsor, owner, for a change in zoning classification from C-B-1, Conditional General Business to B-1, General Business. The application includes Tax Parcels 54B-04-(1 through 19) totaling 5.144 acres and Tax Parcels 54B-04-(21,22,23) totaling 2.845 acres. The parcels are located adjacent to Windsor Boulevard (U.S. Route 460) approximately 900 feet west of the intersection of U.S. Route 258/U.S. Route 460. The purpose of the application is to remove the conditional zoning (proffers) associated with the aforementioned parcels.

Any person desiring to be heard in favor of or in opposition to the application is hereby invited to participate in the public hearing. A copy of the application is on file with Department of Planning & Zoning, 8 East Windsor Blvd., Windsor, Virginia and is available for public review.

Publish: May 10, 2023
May 17, 2023

Statement of Proffered Conditions\

Planning Commission and
Town Council of
The Town of Windsor
P.O. Box 307
Windsor, VA 23487

RE: The application of Regency Development Corp., owner, for a change in zoning classification of certain parcels on Windsor Blvd. Tax Map Nos. 54B-04-1 thru 19

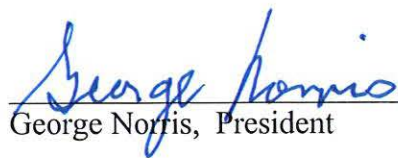
Dear Members of the Planning Commission and Town Council:

The purpose of this application is for a change in zoning classification for certain parcels on the South side of Windsor Blvd. being Tax Map parcels 54B-04-1 thru 19 in the Town of Windsor. In particular the applicant requests a change in zoning classification for these Tax Map Parcels as specified on the application, containing approximately 5.144 acres, more or less (the "Property"). The zoning classification of the Property shall be changed from A-1 Agricultural to Conditional B-1 Business. The applicant for rezoning does hereby proffer the following conditions:

1. Development of the subject property shall be in substantial conformity with the general site plan and the architectural elevations submitted with this application.
2. Developer shall extend water and sewer lines to the subject property at the Developer's expense.
3. Lighting for the site shall be directed inward with minimal overlap onto adjacent properties. Standard sized light poles shall be used in the retail shopping center area and all out-parcels. Lighting shall be uniform in color for the project and shall utilized direct cutoff lights on 30 foot poles.

Respectfully submitted:

AMERICAN FIDELITY INSURANCE AGENCY, INC.


George Norris, President

Statement of Proffered Conditions

Planning Commission and
Town Council of
The Town of Windsor
P.O. Box 307
Windsor, VA 23487

RE: The application of Regency Development Corp., owner, for a change in zoning classification of certain parcels on Windsor Blvd. Tax Map Nos. 54B-04-21, 22 & 23

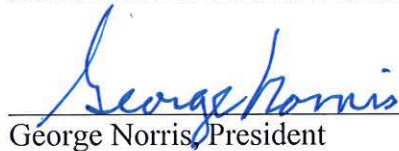
Dear Members of the Planning Commission and Town Council:

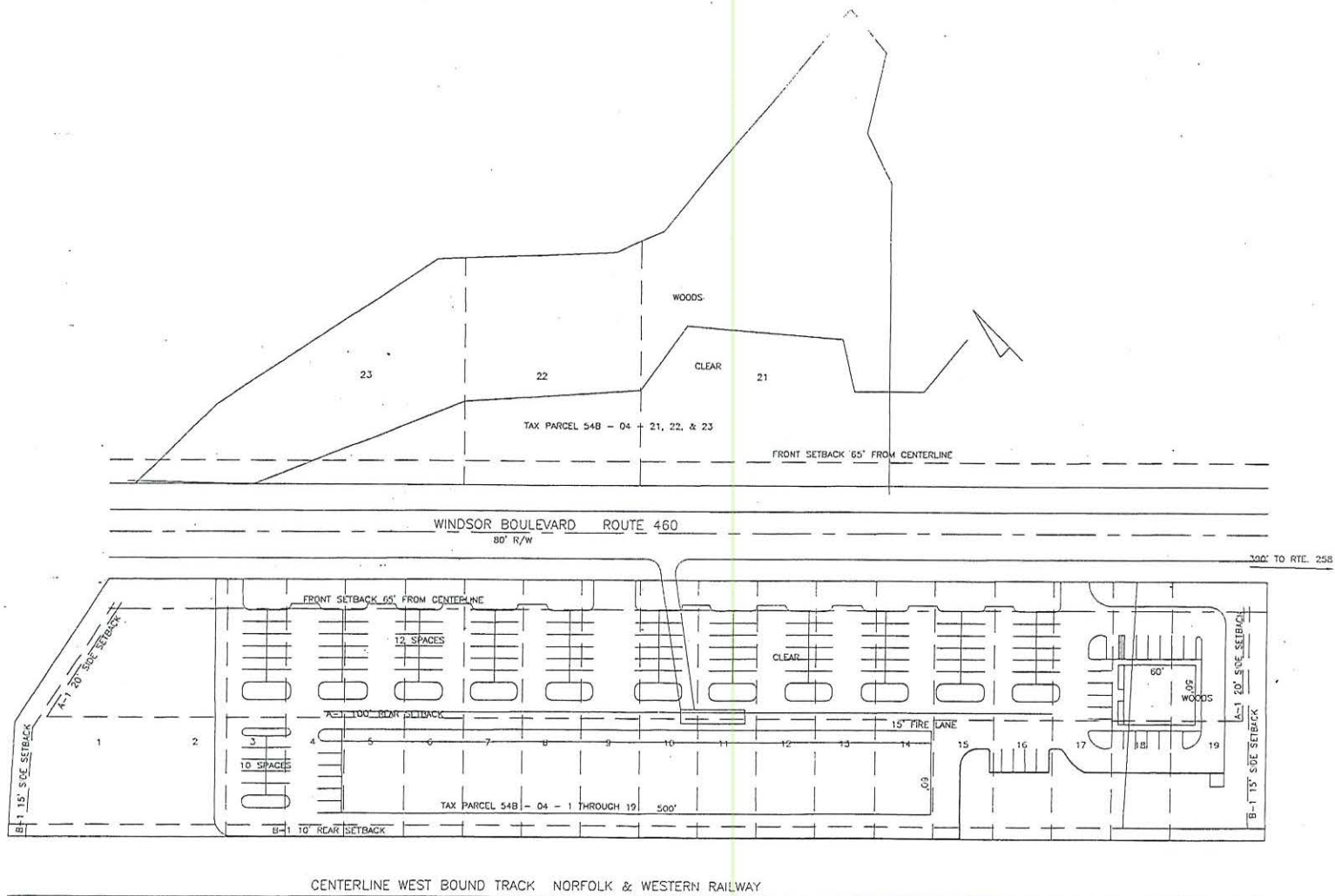
The purpose of this application is for a change in zoning classification for certain parcels on the North side of Windsor Blvd. being Tax Map parcels 54B-04-21, 22 & 23 in the Town of Windsor. In particular the applicant requests a change in zoning classification for these Tax Map Parcels as specified on the application, containing approximately 2.845 acres, more or less (the "Property"). The zoning classification of the Property shall be changed from A-1 Agricultural to Conditional B-1 Business. The applicant for rezoning does hereby proffer the following conditions:

1. Development of the subject property shall be in substantial conformity with the general site plan and the architectural elevations submitted for review and approval of the Town of Windsor at a later date.
2. Developer shall extend water and sewer lines to the subject property at the Developer's expense.
3. Lighting for the site shall be directed inward with minimal overlap onto adjacent properties. Standard sized light poles shall be used in the retail shopping center area and all out-parcels. Lighting shall be uniform in color for the project and shall utilized direct cutoff lights on 30 foot poles.

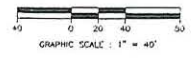
Respectfully submitted:

AMERICAN FIDELITY INSURANCE AGENCY, INC.


George Norris, President



500' X 65' = 30,00 SF
 PARKING REQUIRED 150 SPACES
 PARKING PROVIDED 153 SPACES
 TOTAL SITE AREA 224,067 S.F. 5.1439 AC.
 TOTAL IMPERVIOUS AREA 145,654 SF 65%



DATE	REVISIONS	DESCRIBE

Commonwealth Engineers Group, Ltd.
 CIVIL ENGINEERS - PLANNERS
 3509 HANSEVOND PARKWAY
 POST OFFICE BOX 5169
 SUFTOCK, VIRGINIA 23135
 757-535-1100 FAX 757-535-1007



PRELIMINARY SITE PLAN
 FOR
 HANE
 ROUTE 460 WINDSOR BLVD.
 ISLE OF WIGHT COUNTY, VIRGINIA

DRAWN: M.W.C.
 DESIGNED: R.M.W.
 SCALE: 1" = 40'
 DATE: 02-12-04
 SHEET:
 4
 OF 3
 CEC# 04-110