

**TOWN OF WINDSOR
PLANNING COMMISSION
TOWN COUNCIL CHAMBER
8 EAST WINDSOR BOULEVARD
WINDSOR VIRGINIA
REGULAR MEETING
WEDNESDAY SEPTEMBER 28, 2016
7:00 p.m.**

- 1. CALL TO ORDER**
 - A) Welcome**
 - B) Roll Call**
- 2. APPROVAL OF MINUTES OF THE AUGUST 24, 2016 REGULAR PLANNING COMMISSION MEETING (1)**
- 3. COMMUNITY MEETING WITH RESIDENTS OF THE BANK/GRIFFIN/MAPLE/B STREETS AREA OF OLDE TOWN WINDSOR (2)**
- 4. OLDE TOWN WINDSOR - NEXT STEPS**
- 5. REPORT FROM THE TOWN ATTORNEY**
- 6. REPORT ON ECONOMIC ACTIVITY**
- 7. PLANNING AND ZONING STAFF REPORT FOR AUGUST 2016 (3)**
- 8. OTHER REPORTS OR NEW BUSINESS**
 - A) Potential Rezoning for Cambridge Villas**
 - B) Poultry Clarifications and Staff Attendance at Virginia Association of Zoning Officials Meeting**
- 9. NEXT REGULAR MEETING - OCTOBER 26, 2016**
- 10. MOTION TO ADJOURN**

Planning Commission discussed drainage issues and how these issues will affect a potential park on Bank Street. They also discussed what type of park, passive or active, would best fit this area, parking issues related to a park and sidewalk repairs. It was suggested that plaques be installed in the entrance to this area to celebrate the railroad heritage of Windsor. Commissioner Willis noted that the Ashburn house, which is the oldest house in Windsor, may have enough historical value that the Town may want to consider having it preserved compared to demolition by neglect.

After further discussion, the Commission asked Mr. Carney to contact the owners of a small triangle shaped piece of property located on Bank Street to see if they may be interested in donating it to the Town. The Commission also set a community outreach meeting for the residents of Griffin Street, Bank Street, Maple Street and B Avenue to give their views and ideas on their portion of the Olde Town Windsor Project for the regular September 28, 2016 Planning Commission meeting.

REGULAR SESSION - 7:00 p.m.

The Commission reconvened in regular session at 7:00 p.m.

MINUTES

Chairman Brown opened the regular meeting and asked if there were any amendments to the minutes of the July 27, 2016 regular Planning Commission meeting. Commissioner Edwards noted a date correction on page 5 under "Adjournment." Commissioner Marshall made a motion to approve the minutes with the aforementioned correction. Commissioner Edwards seconded the motion, and the Commission unanimously passed the motion as recorded on the attached chart as motion #1.

DISCUSSION AND CONSIDERATION OF A PROPOSED ZONING ORDINANCE AMENDMENT REGARDING CHICKENS AND POT- BELLED PIGS IN RESIDENTIAL DISTRICTS

Mr. Carney explained that Mr. Walter Bernacki has requested staff to bring forward a series of amendments that would permit chickens in the R-1, HDR and LDR Residential Districts. He has withdrawn his request for pot-bellied pigs to be allowed in residential districts. He said this is a continuation of the issue from the July Planning Commission meeting.

Mr. Carney said as the Planning Commission directed, he outlined the issues and concerns that were voiced at the July Planning Commission meeting to Town Council for their feedback. The Planning Commission reviewed the comments that Town Council had provided at their August 9th meeting on the permitting of chickens in the residential districts. They also reviewed the previous 2011 request that the Commission had declined to move forward on.

Planning Commission continued to discuss the topics of permitting these uses, their potential effects upon small lot neighborhoods, the problem of potentially opening the doors to more other questionable exotic pets and how the proposal could be properly enforced on the sanitary issue and what to do and who would enforce the ordinance when the animals would not be properly confined.

After further discussion, Commissioner Stubbs made a motion that no action be taken by the Planning Commission regarding Mr. Bernacki's proposal to permit chickens in the R-1, HDR and LDR Residential Districts. Commissioner Willis seconded, and the Commissioners unanimously passed the motion as recorded on the attached chart as motion #2.

Vice Chairman Marshall noted that in fairness to Mr. Bernacki, other citizens in residential districts with chickens should also be in compliance with the ordinance. After further discussion, the Commissioners agreed to instruct Mr. Carney to inform citizens through an article in the Windsor Weekly and on the Town's website that chickens are not permitted in residential districts, and those who do not comply will be in violation.

REPORT FROM THE TOWN ATTORNEY

None

REPORT FROM THE ECONOMIC DEVELOPMENT AUTHORITY

None

PLANNING AND ZONING STAFF REPORT FOR JULY 2016

Mr. Carney gave a brief review of Planning and Zoning activities for the month of July, 2016. He explained that there were six new zoning permits in the month. The permits included a new double wide manufactured home, a swimming pool, a front porch, enclosure of an existing porch, a demolition of a manufactured home and a home occupation. He added that there were eight violations. Four were for inoperative motor vehicles, one was for a chicken violation in a residential district, another for construction of a deck without a permit and two were for outside storage of appliances.

OTHER REPORTS

Mr. Carney reported that there is a new business in Town called Premier Gold Buyers of Virginia. He said they buy and sell gold.

ADJOURNMENT

Chairman Brown noted that the next meeting will be September 28, 2016.

There being no further business, Commissioner Stubbs made the motion to adjourn. Vice Chairman Marshall seconded the motion, and the Commission unanimously approved the motion as recorded on the attached chart as motion #3.

The meeting adjourned at 7:50 p.m.

Bennie Brown, Chairman

Terry Whitehead, Town Clerk

TOWN OF WINDSOR
RECORD OF
PLANNING COMMISSION VOTES

Commission Meeting Date August 24, 2016 PC WS

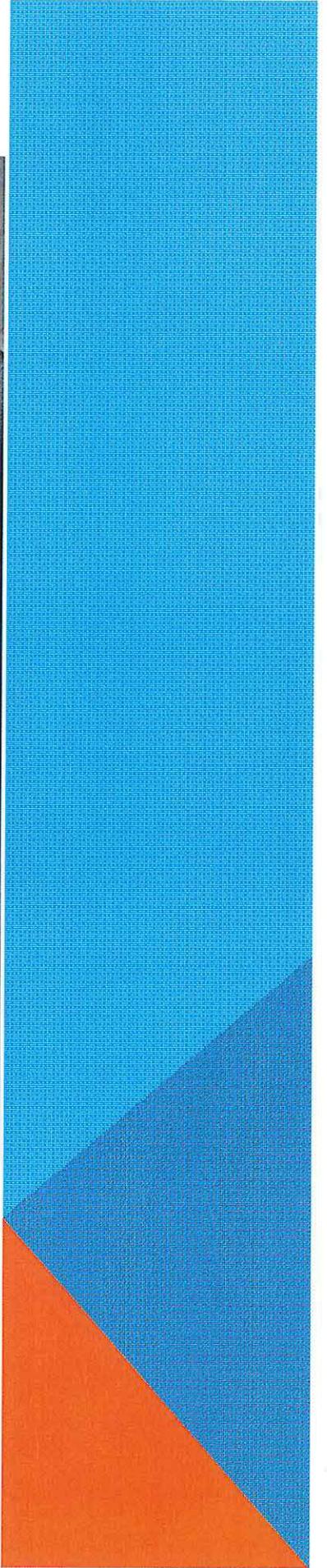
Motion #	G. Willis	E. Lynch	B. Brown	N. Edwards	L. Marshall	G. Stubbs	D. Hicks
		arrived @ 6:45		arrived @ 6:50			absent
1	Y	Y	Y	Y	Y	Y	
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Jerry Whitehead, Clerk

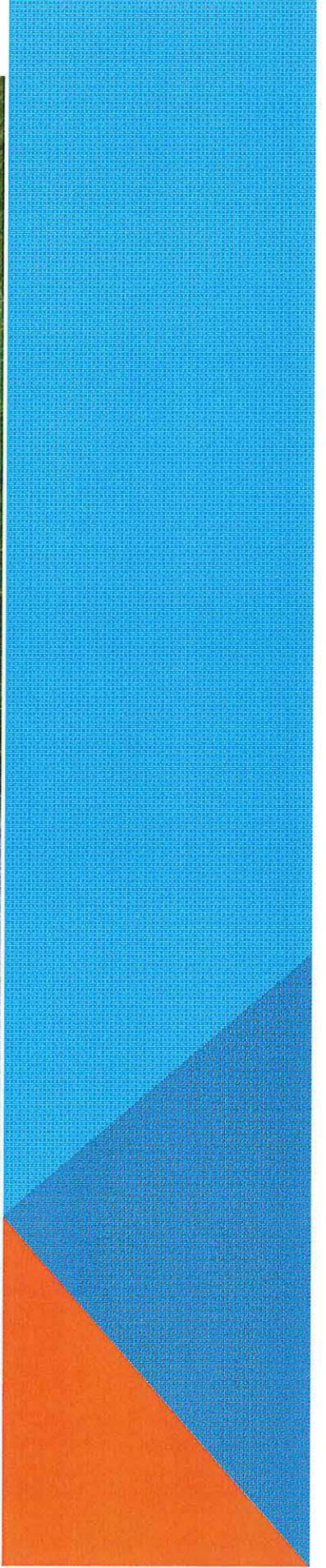
**OLDE TOWN WINDSOR
BANK/GRIFFIN/MAPLE/B STREETS
PRESENT CONDITIONS**



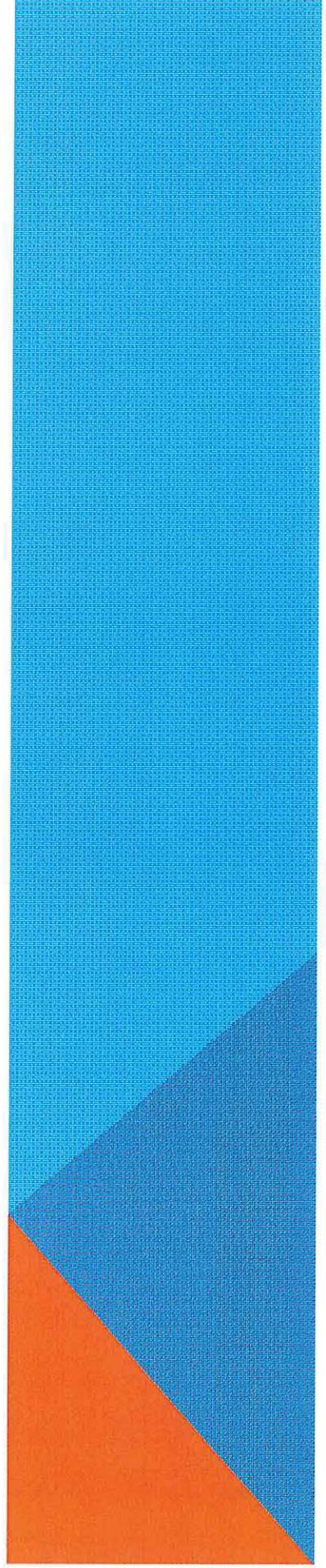
OLDE TOWN WINDSOR- GRIFFIN STREET



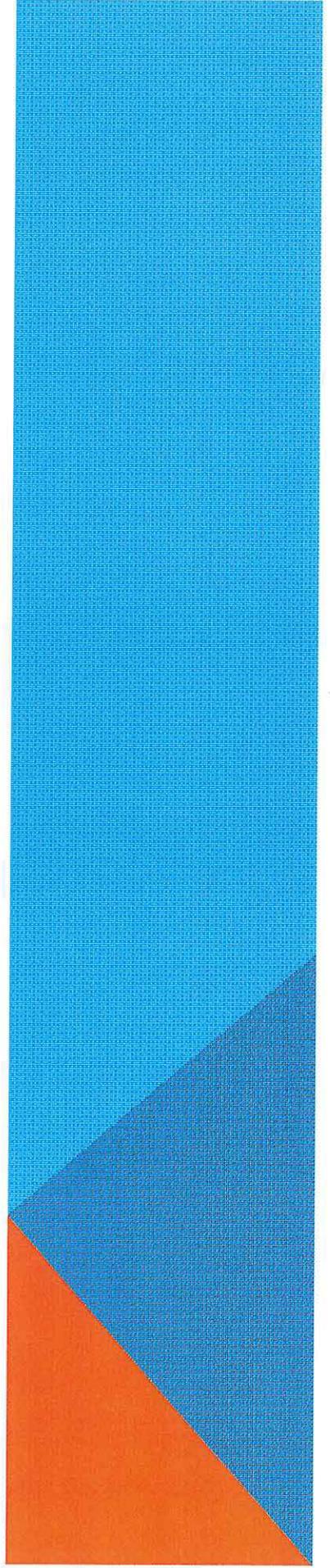
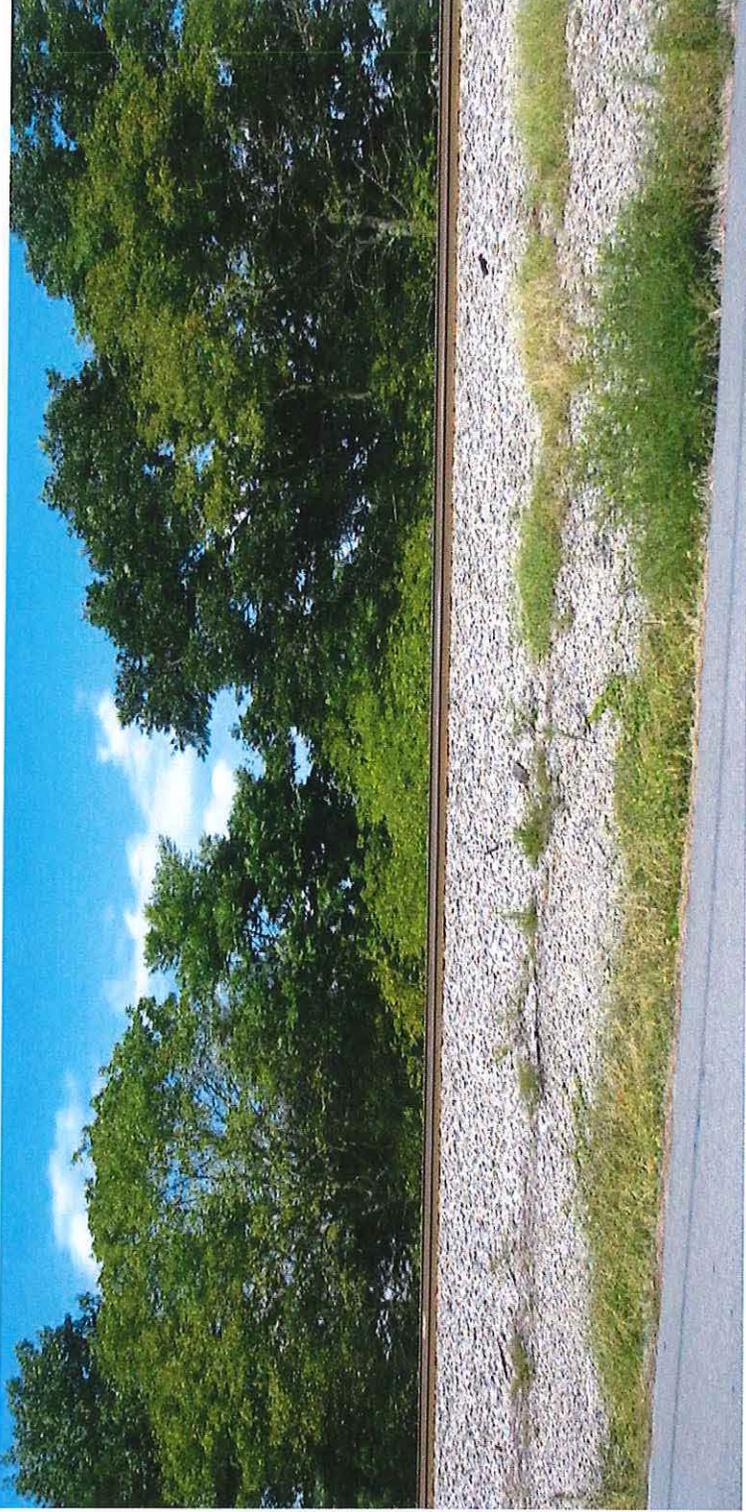
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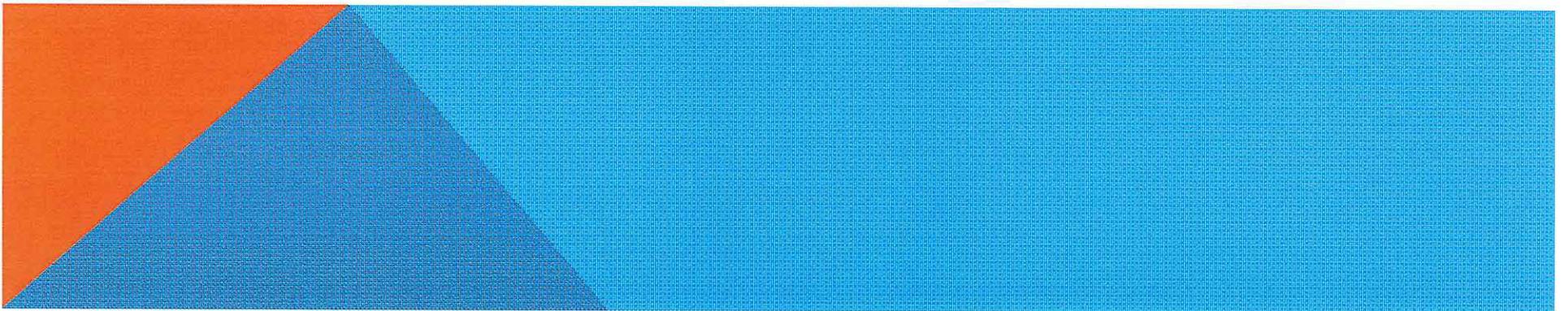
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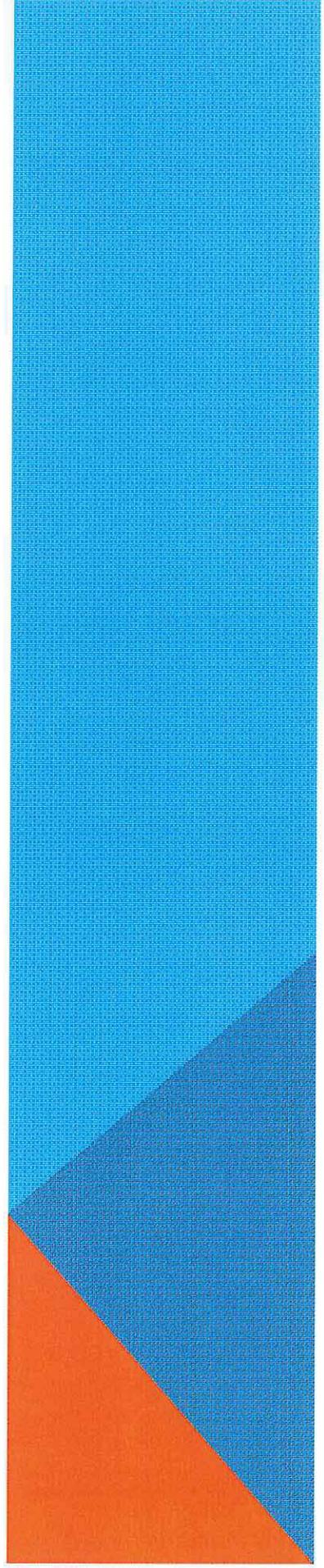
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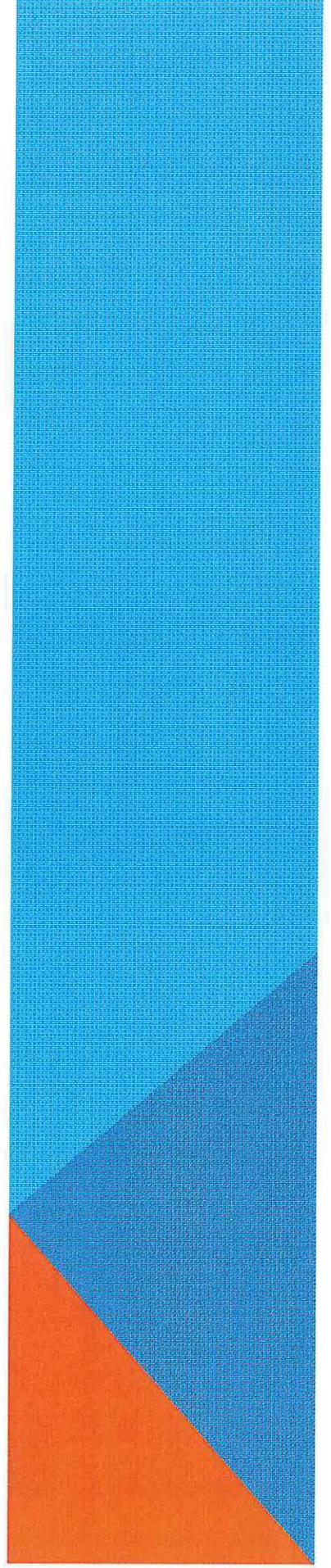
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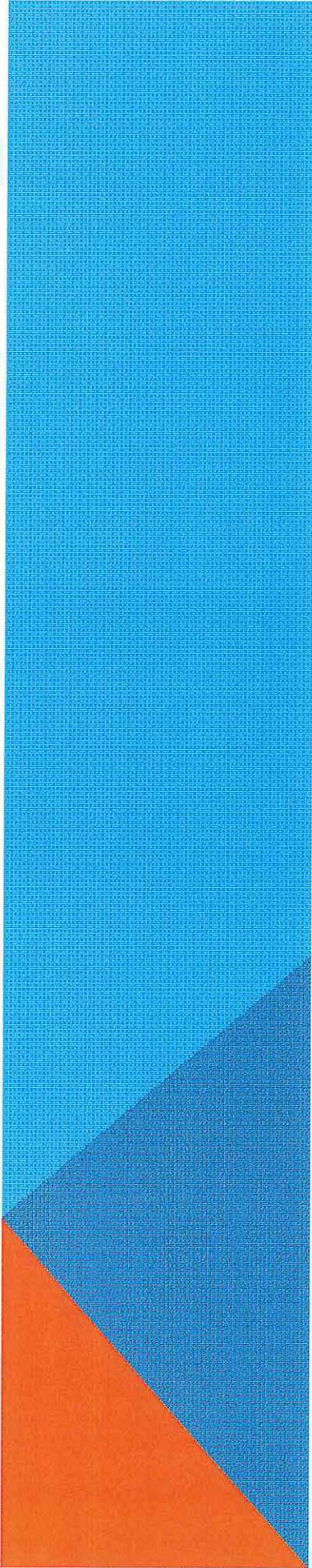
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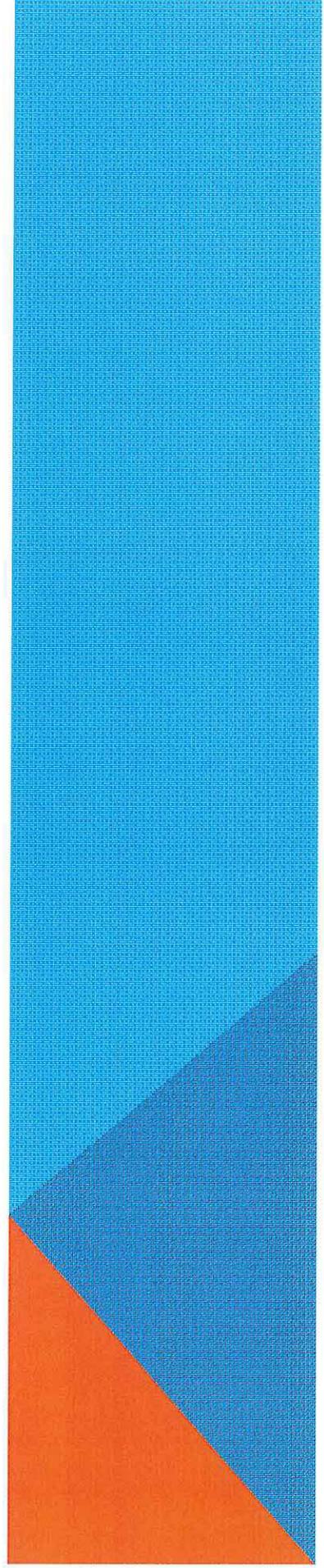
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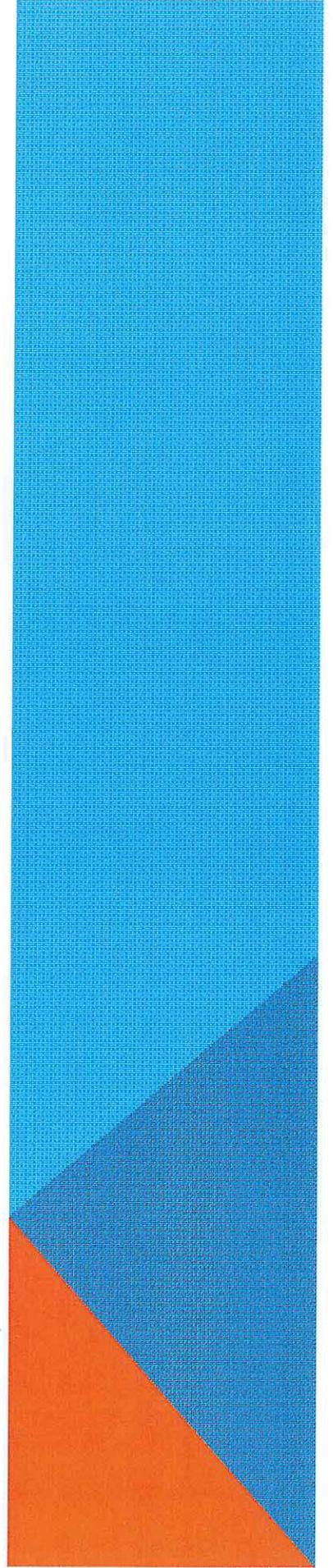
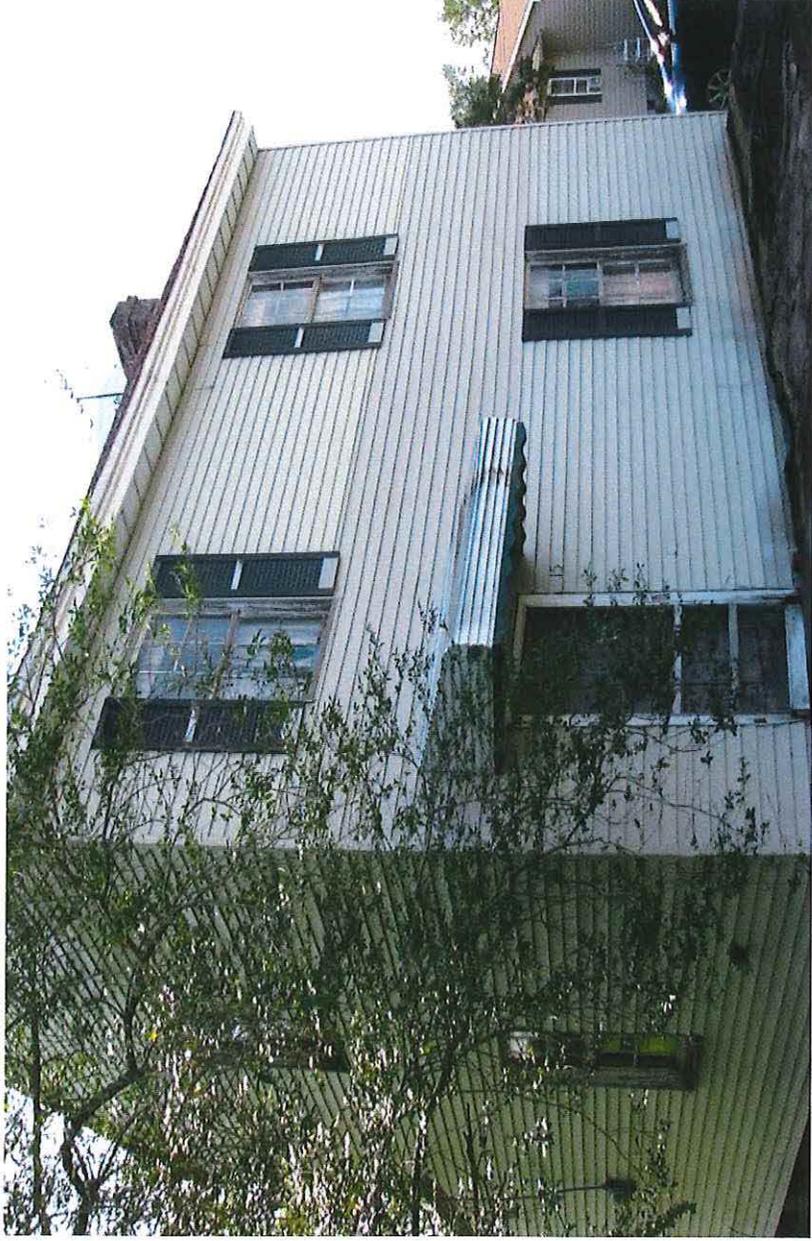
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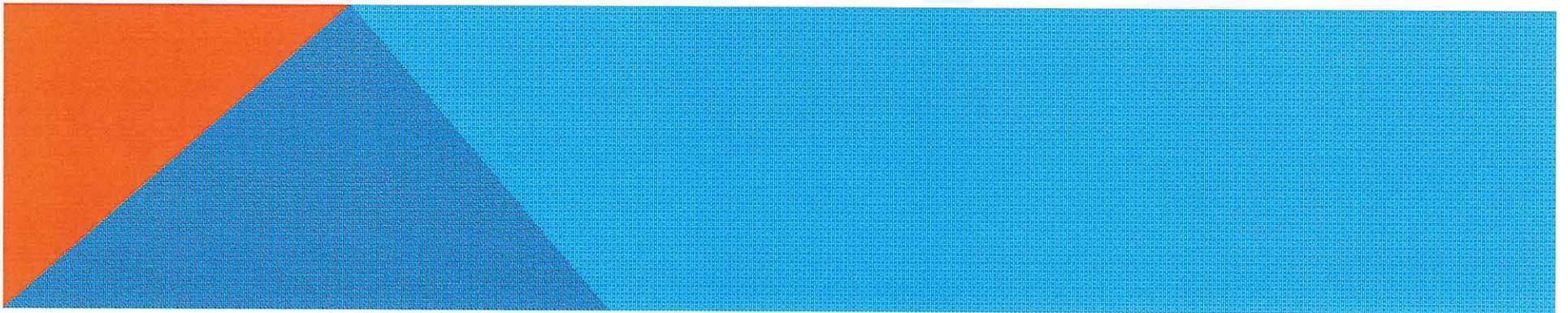
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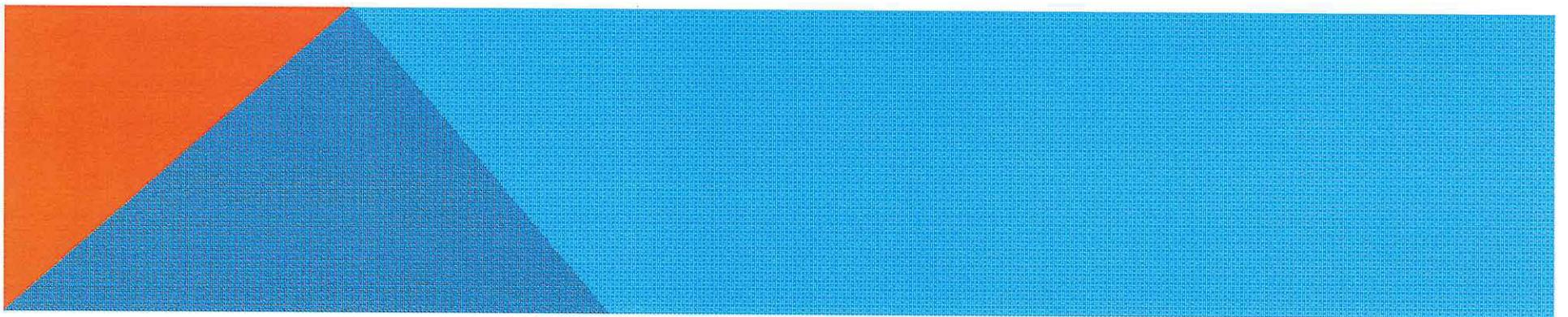
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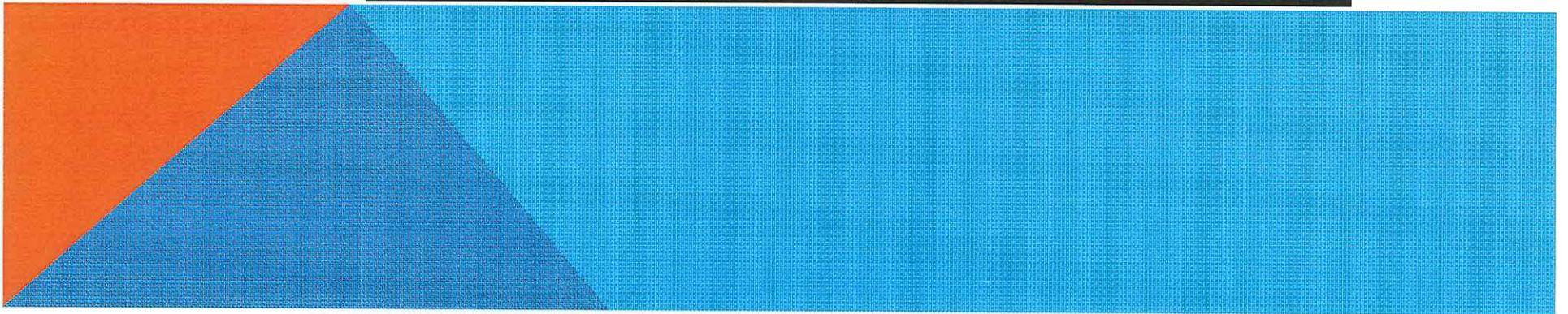
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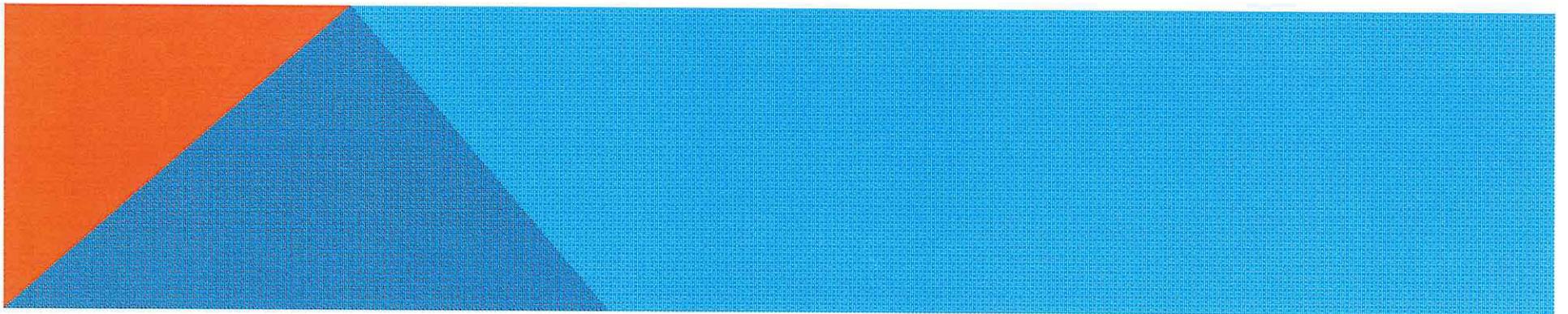
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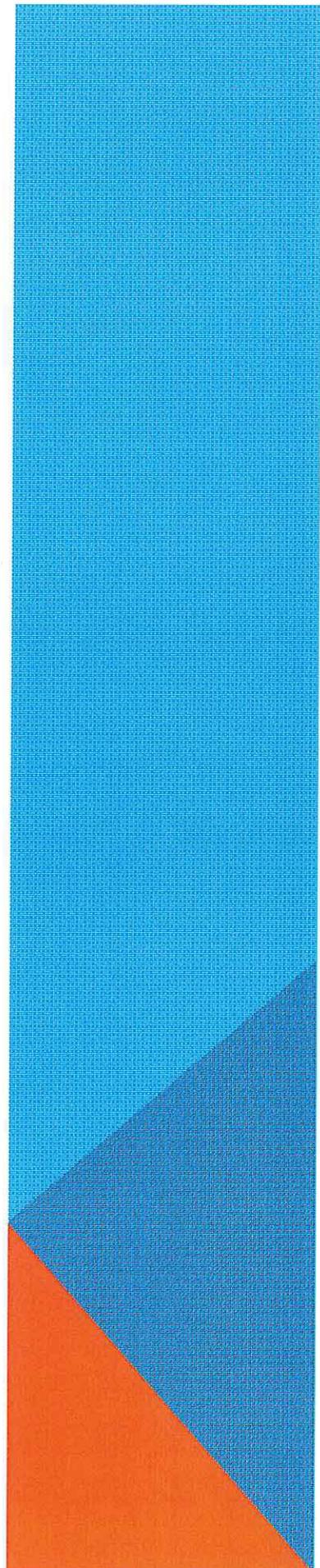
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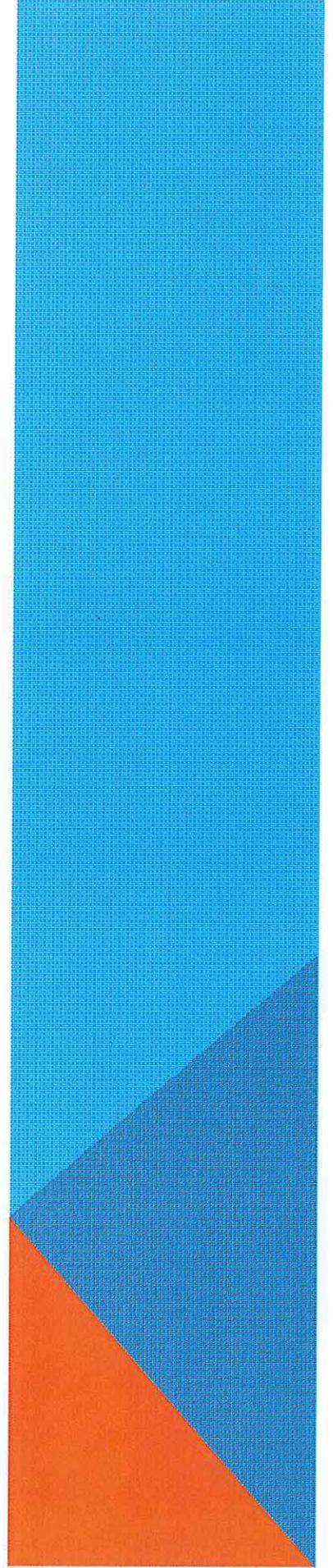
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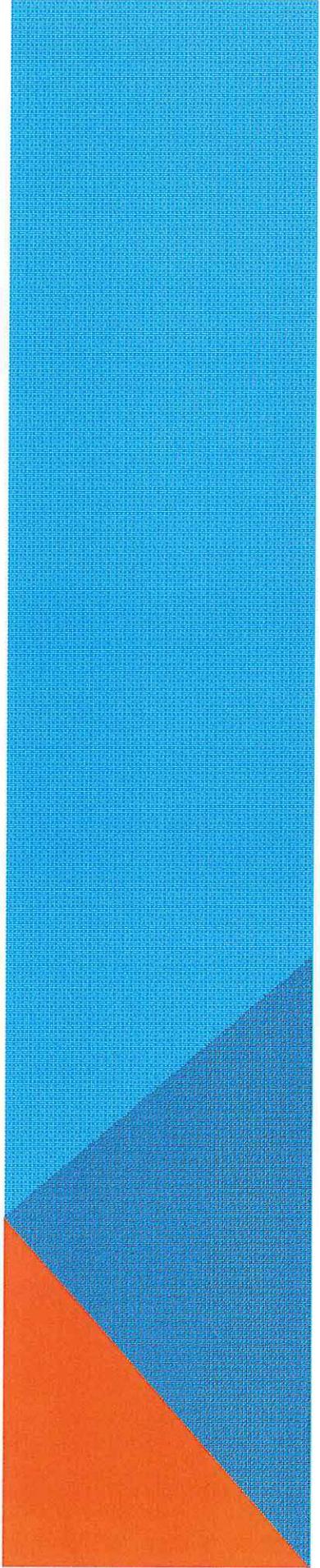
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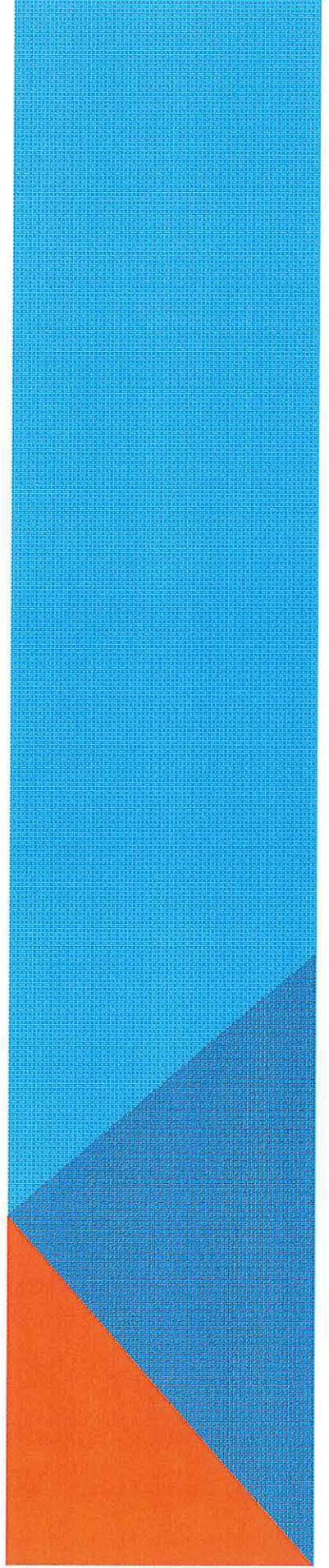
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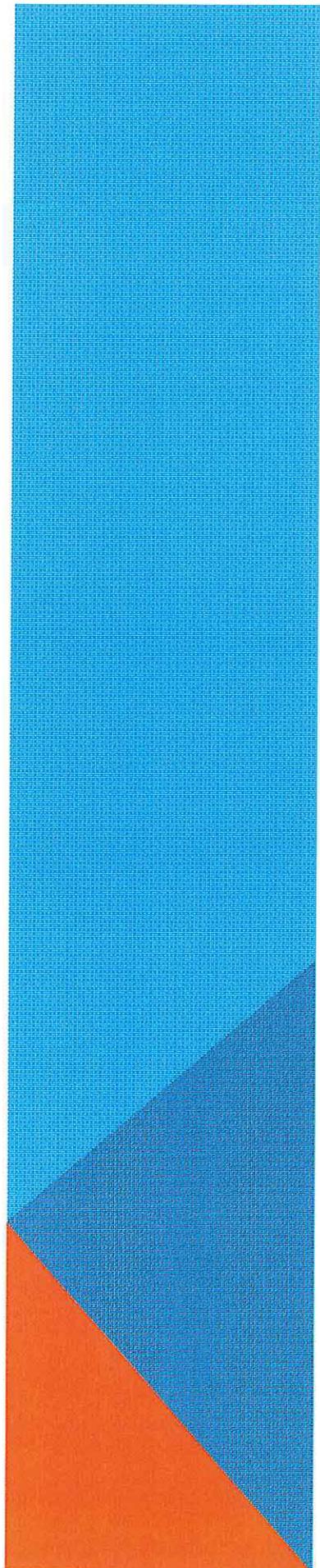
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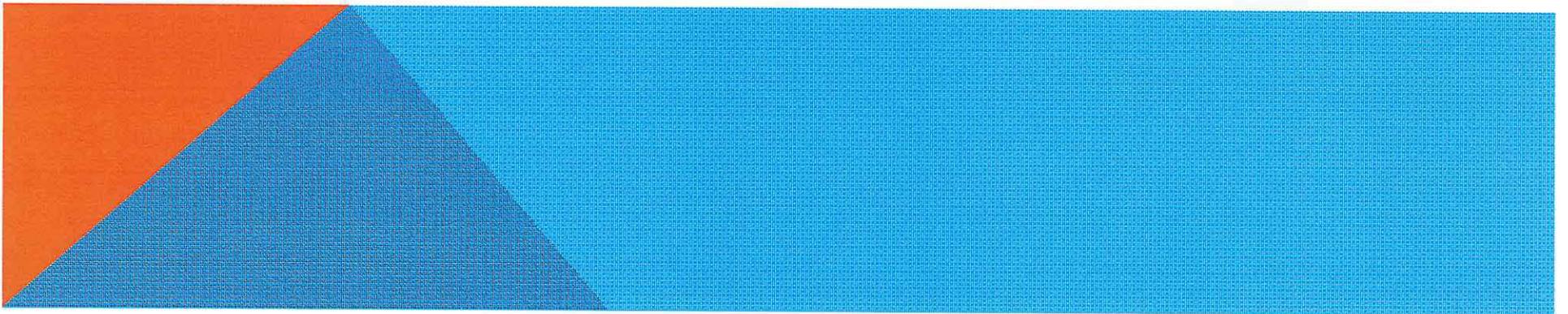
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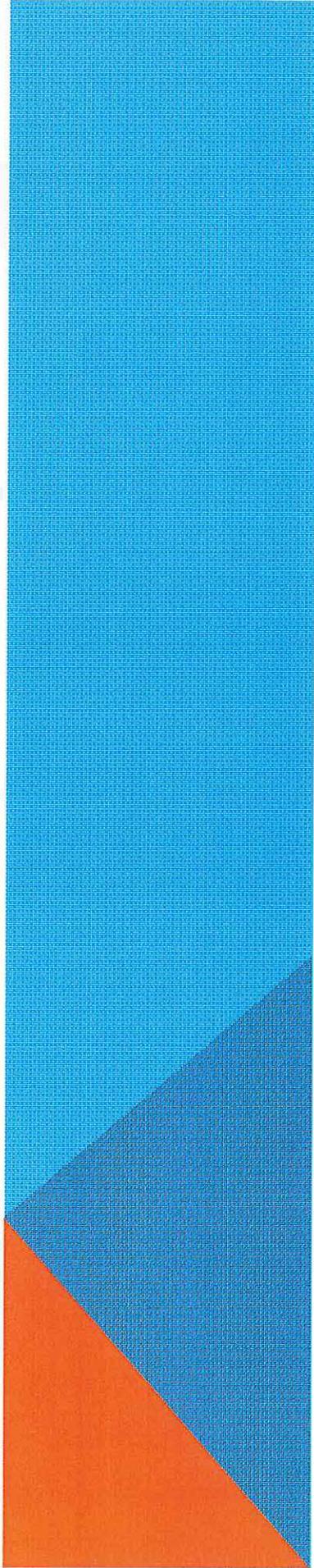
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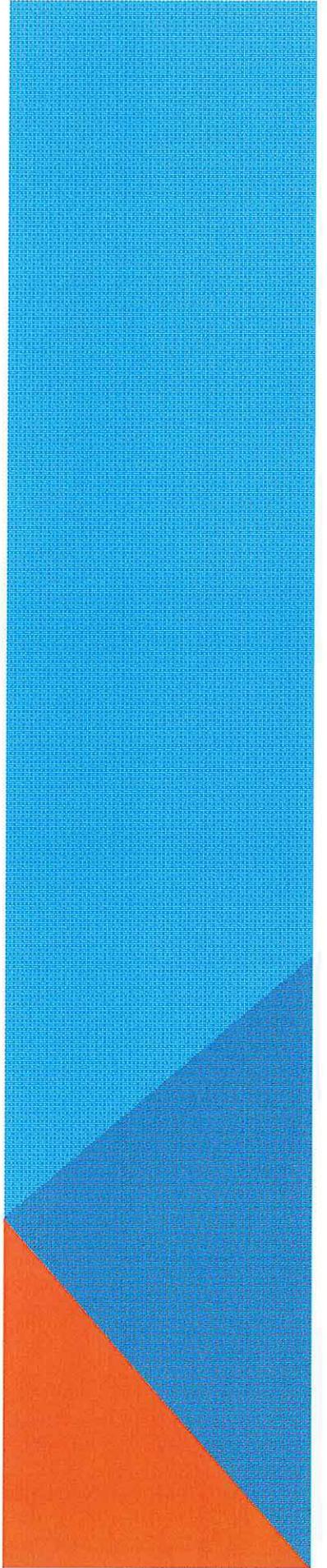
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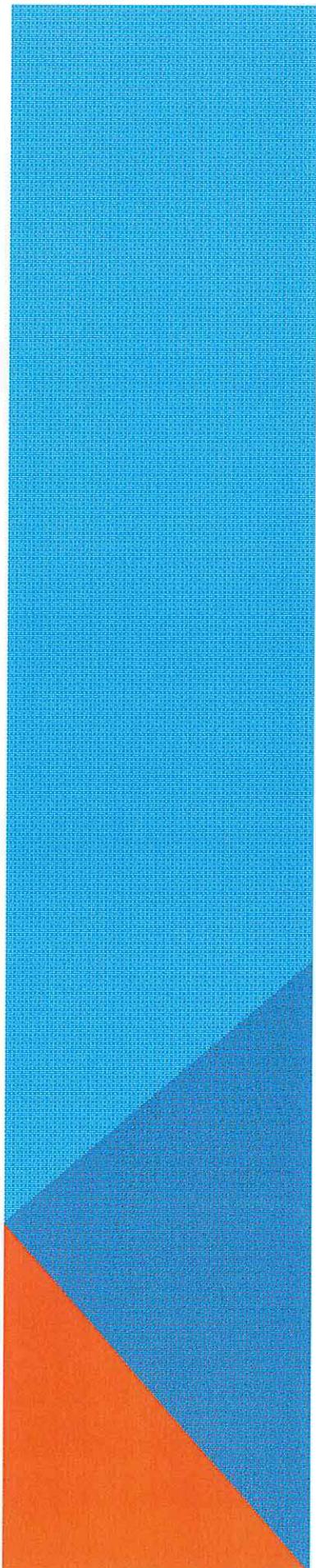
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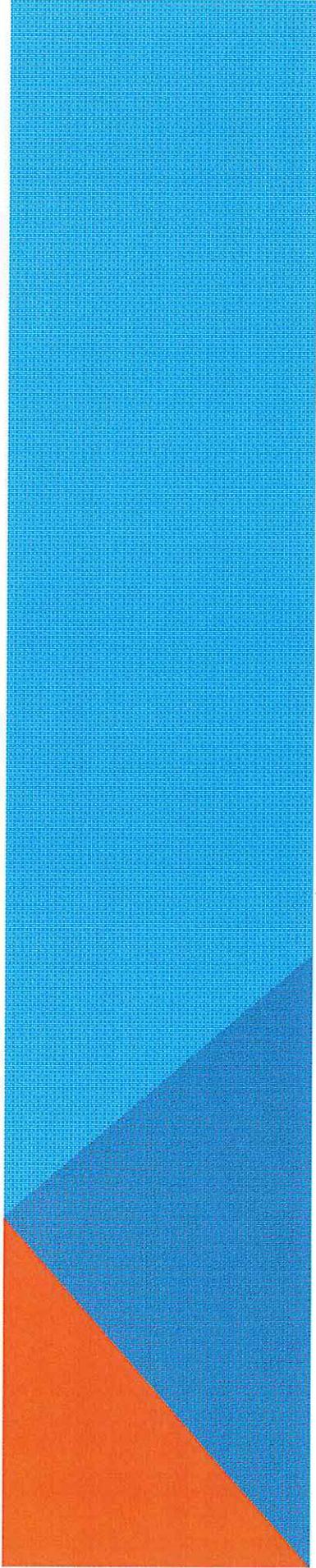
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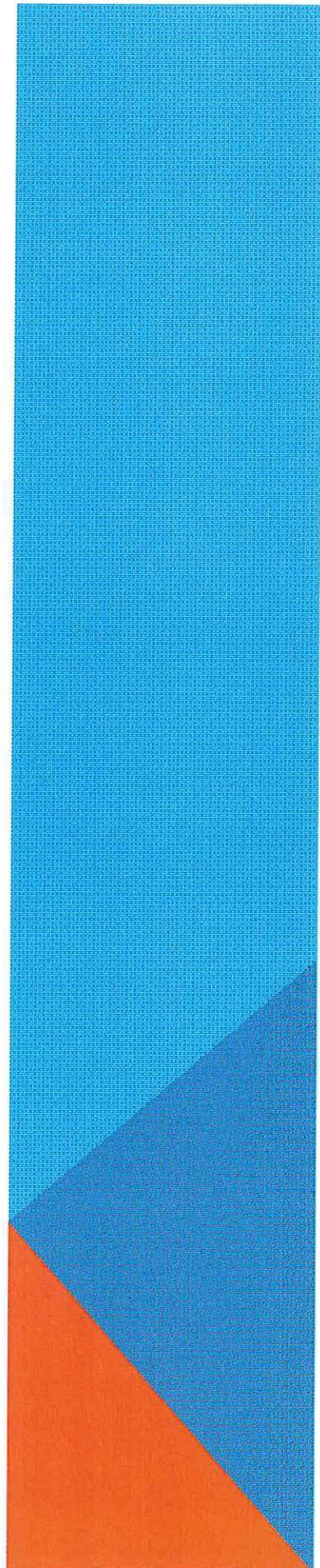
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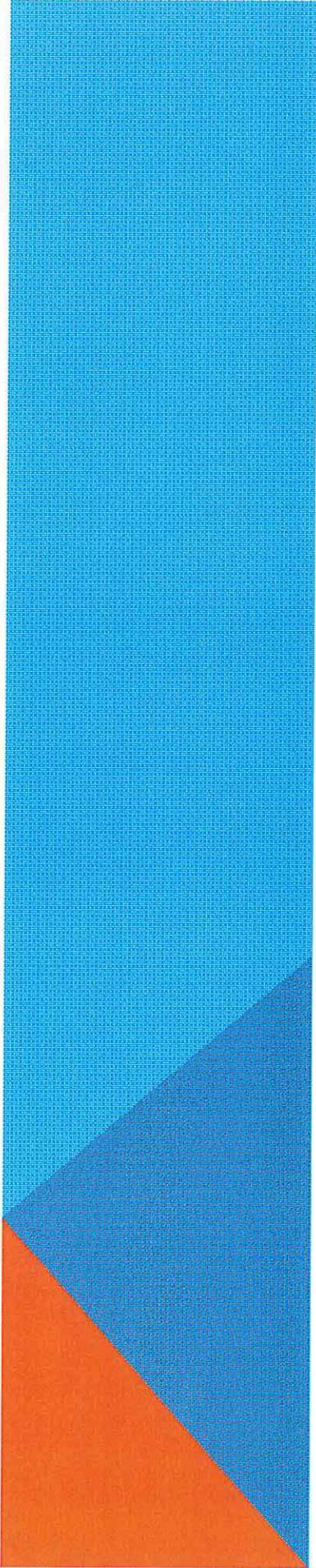
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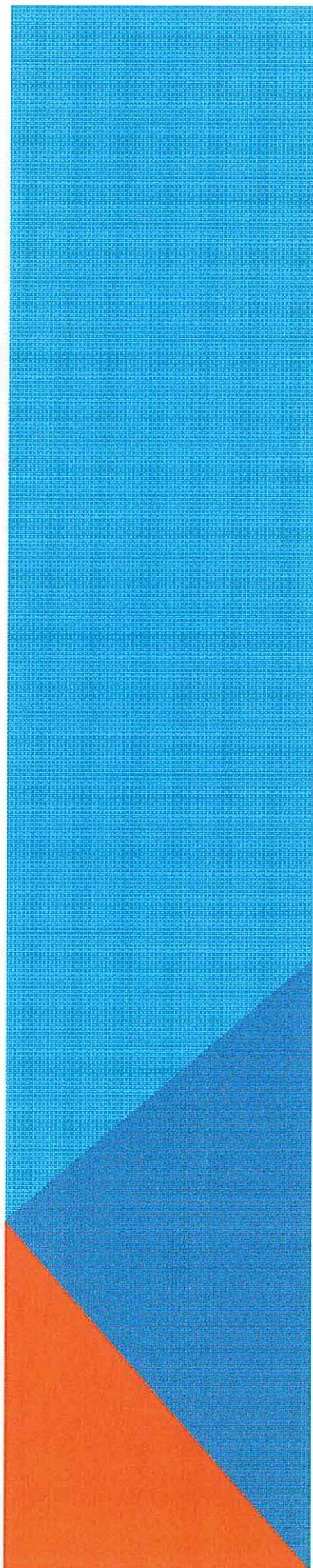
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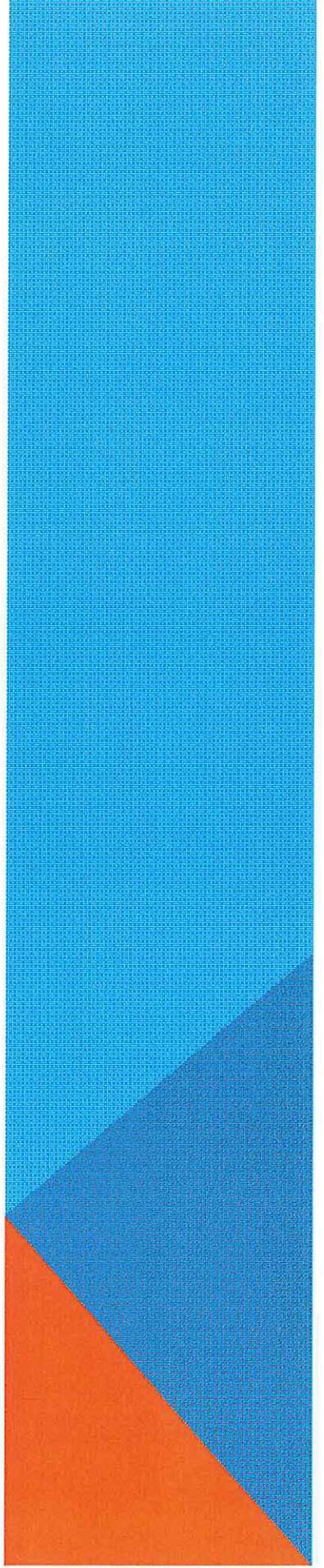
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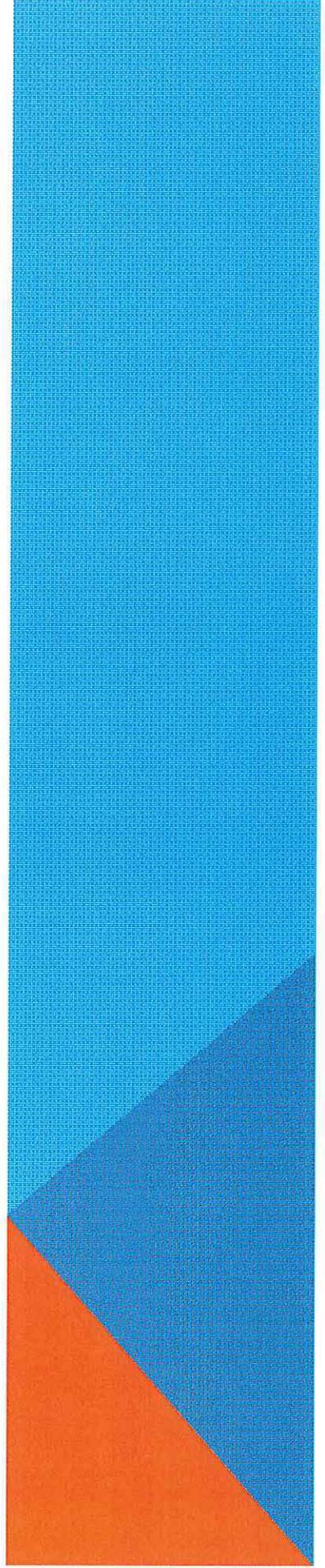
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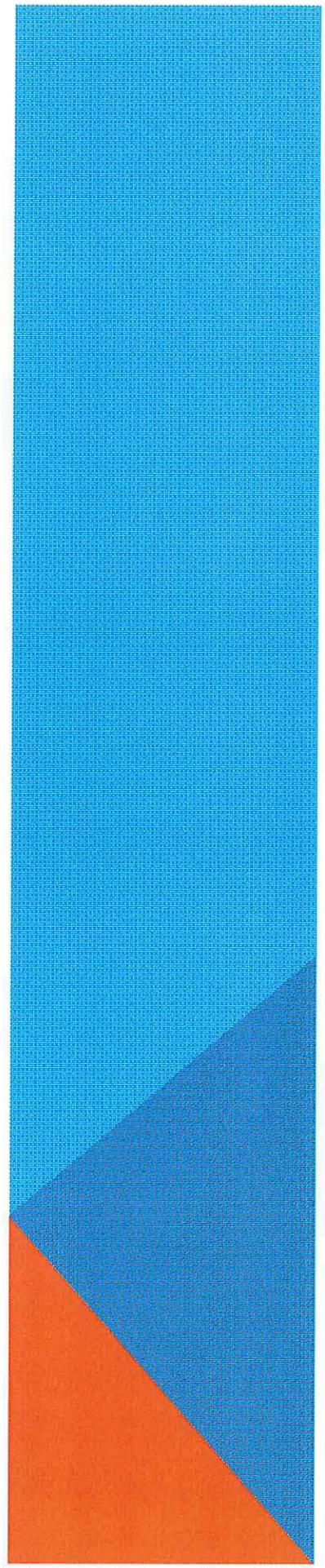
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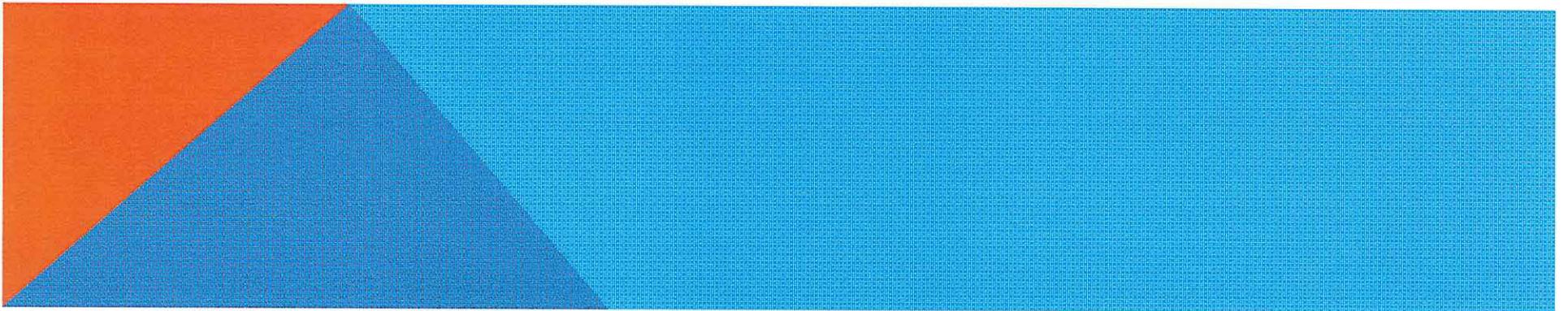
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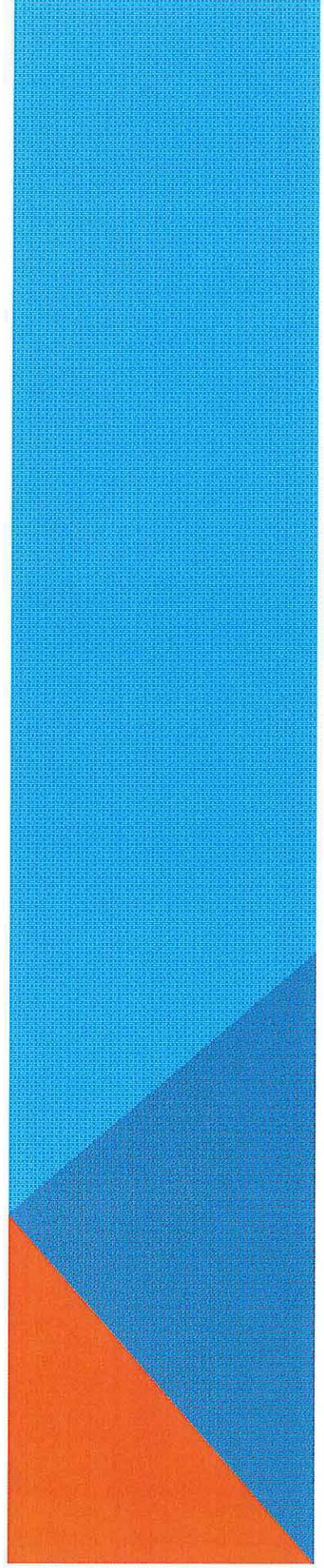
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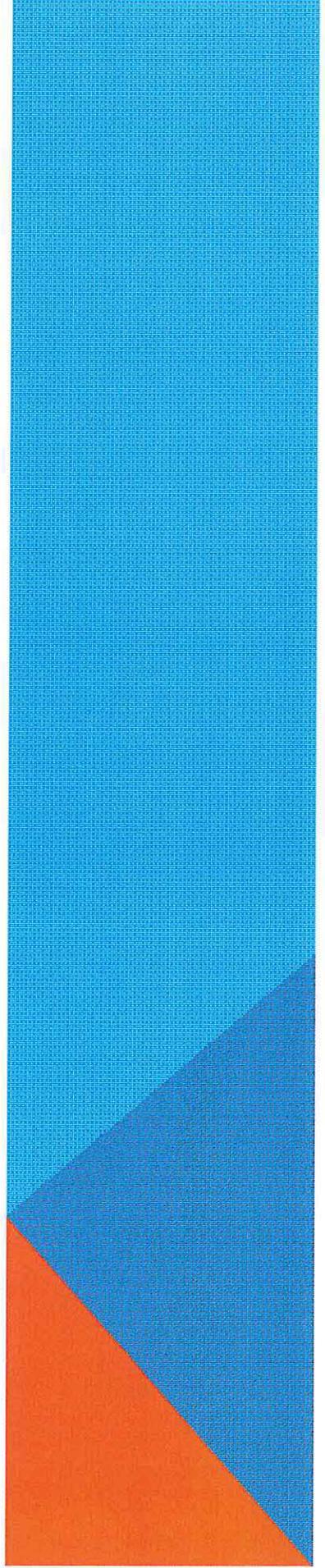
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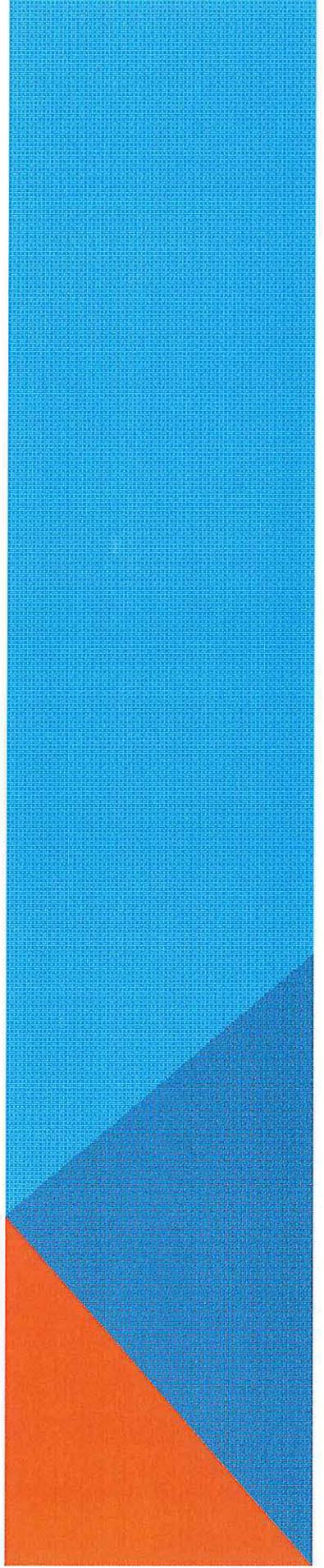
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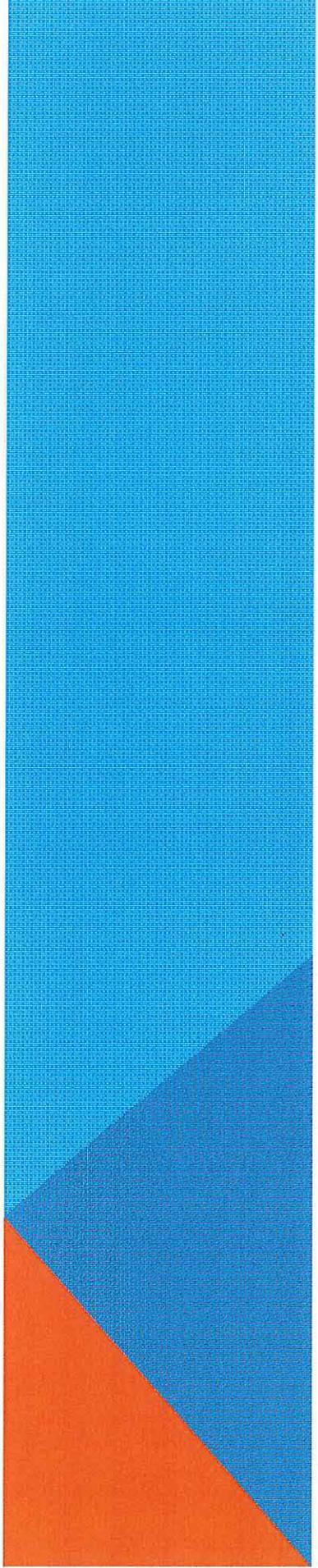
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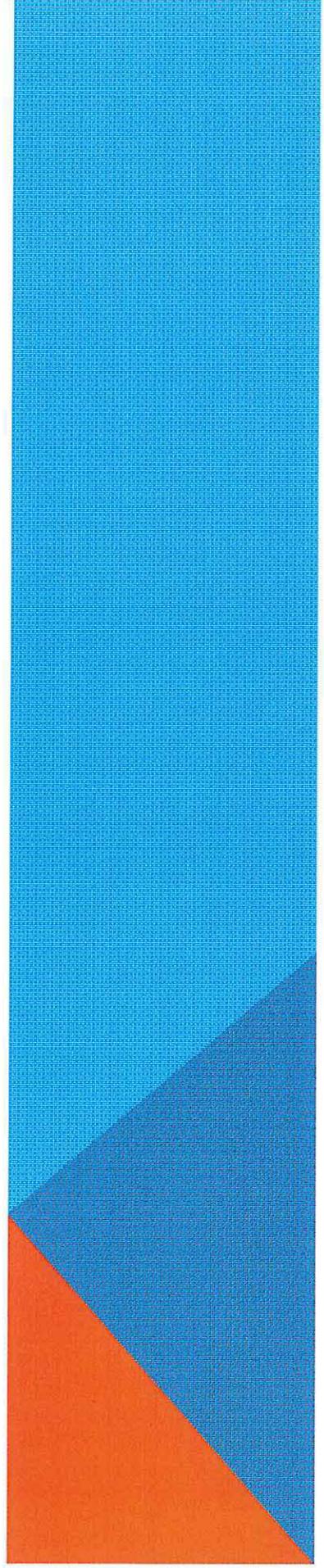
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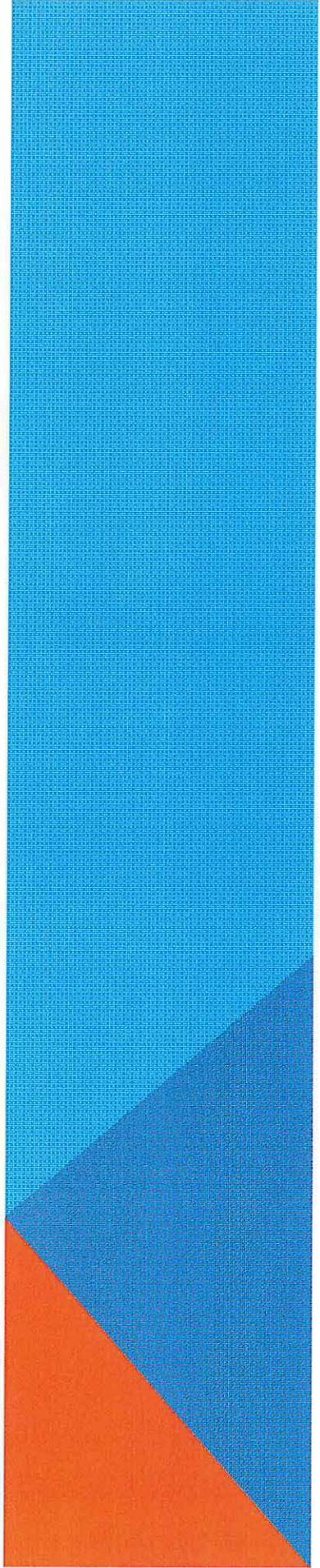
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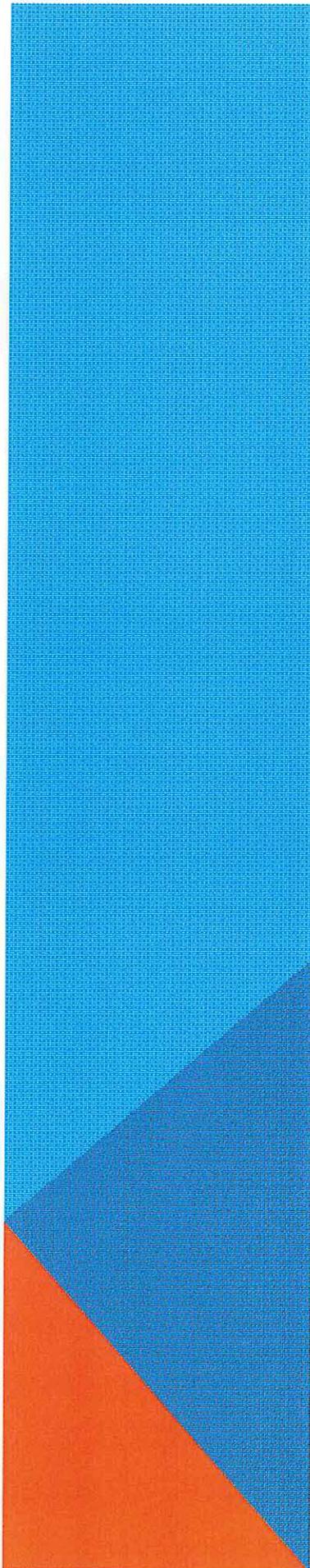
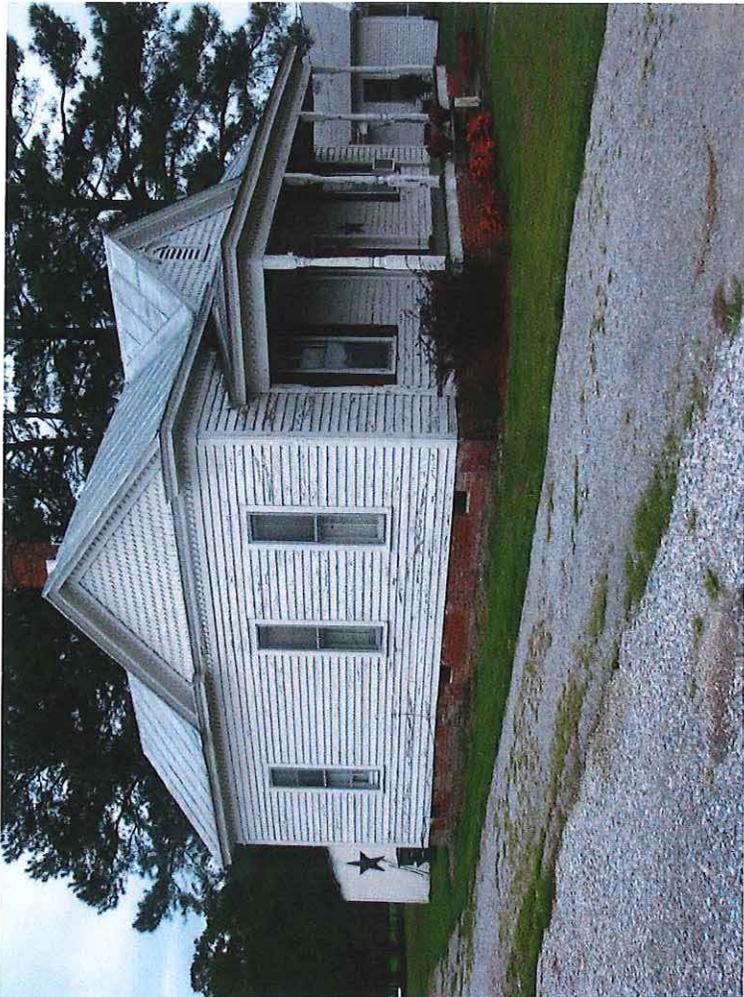
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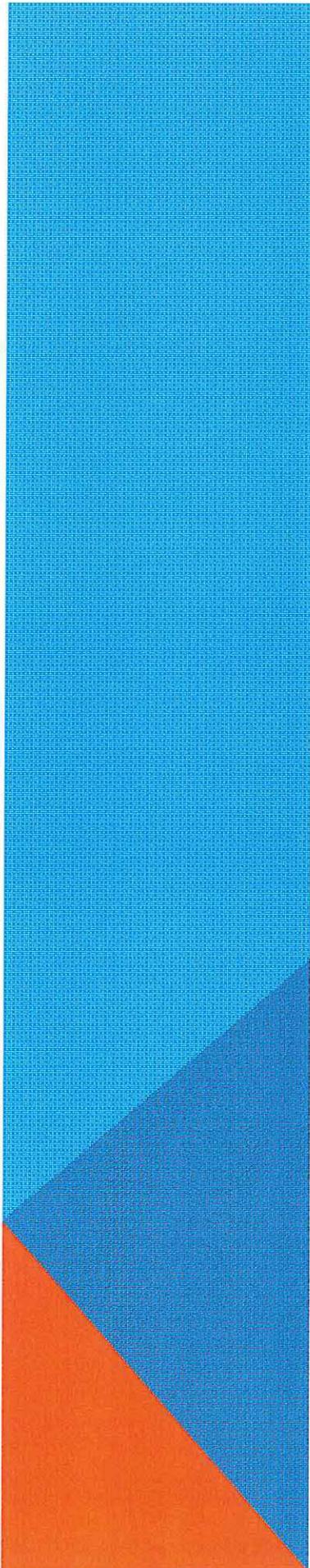
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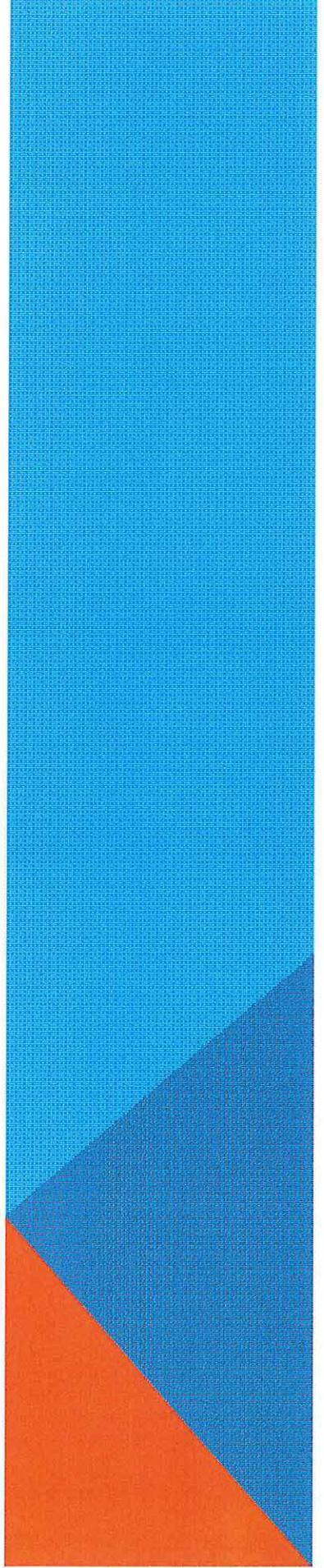
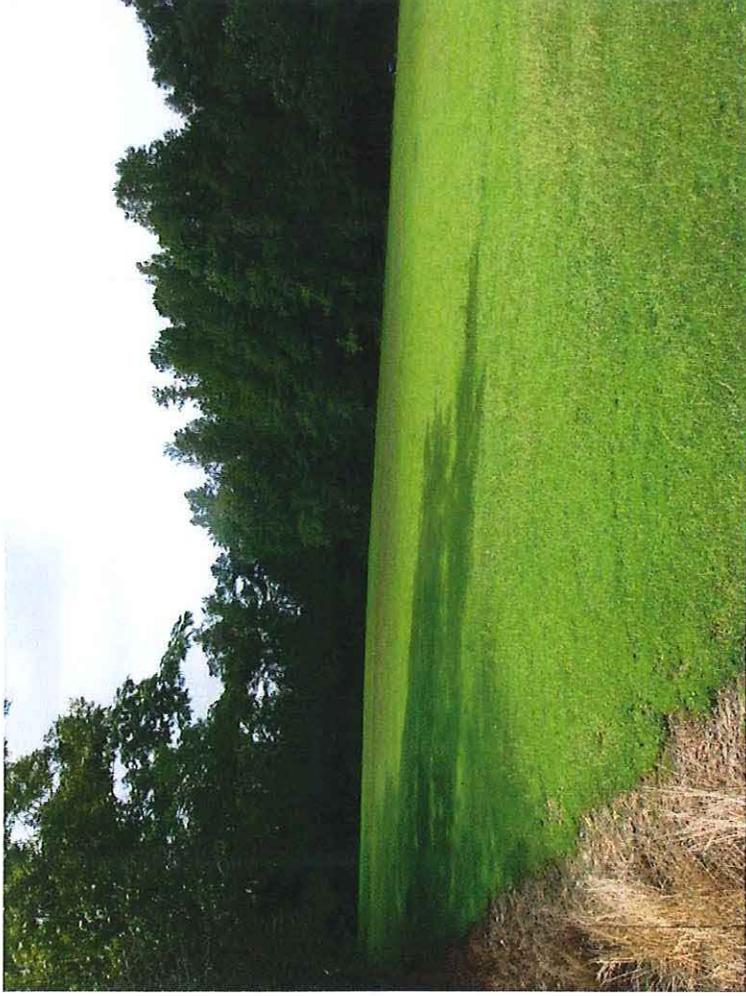
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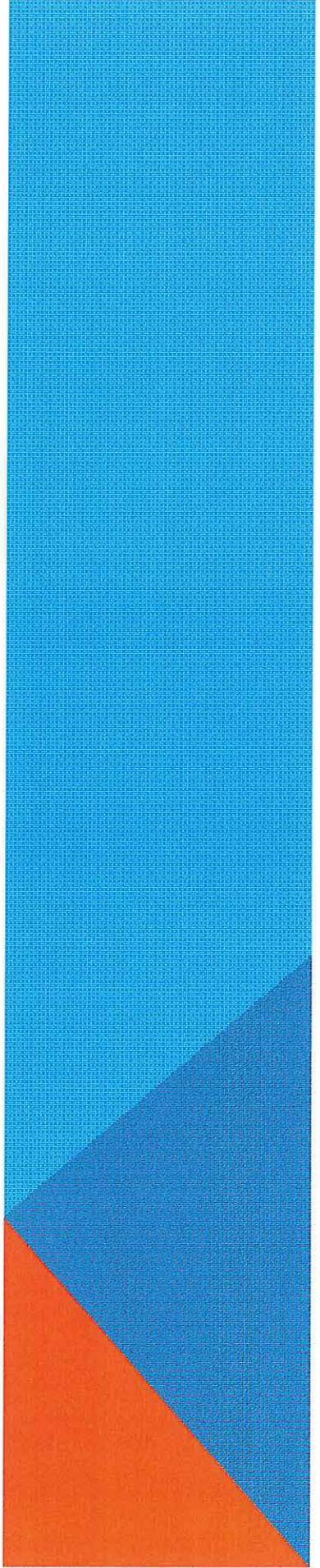
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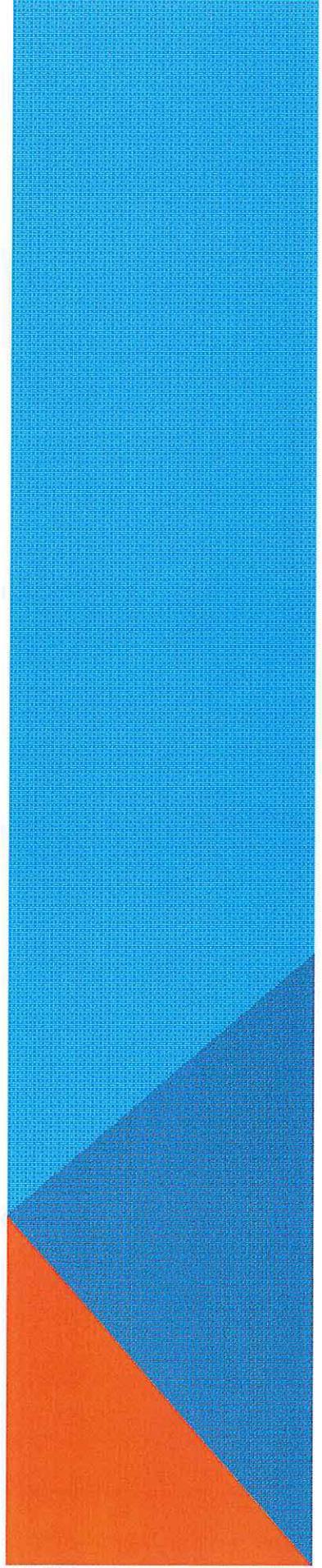
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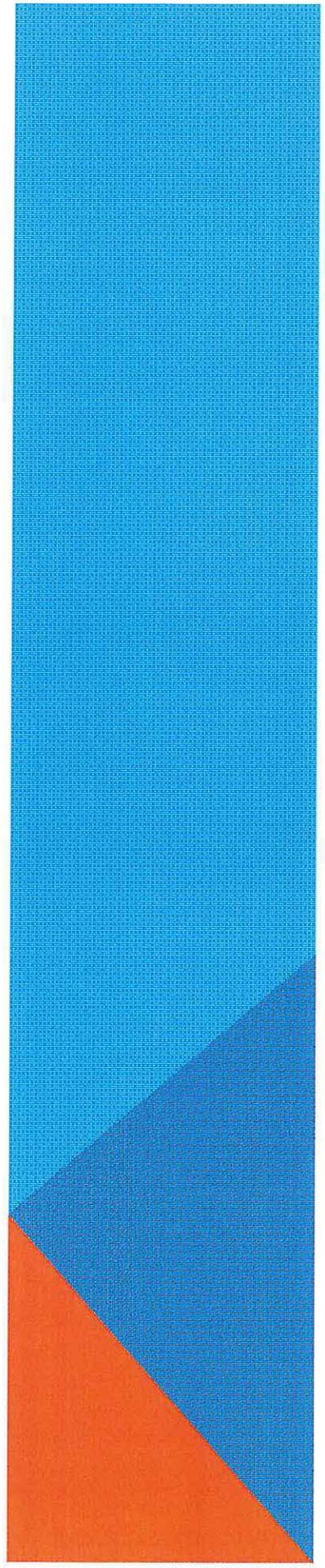
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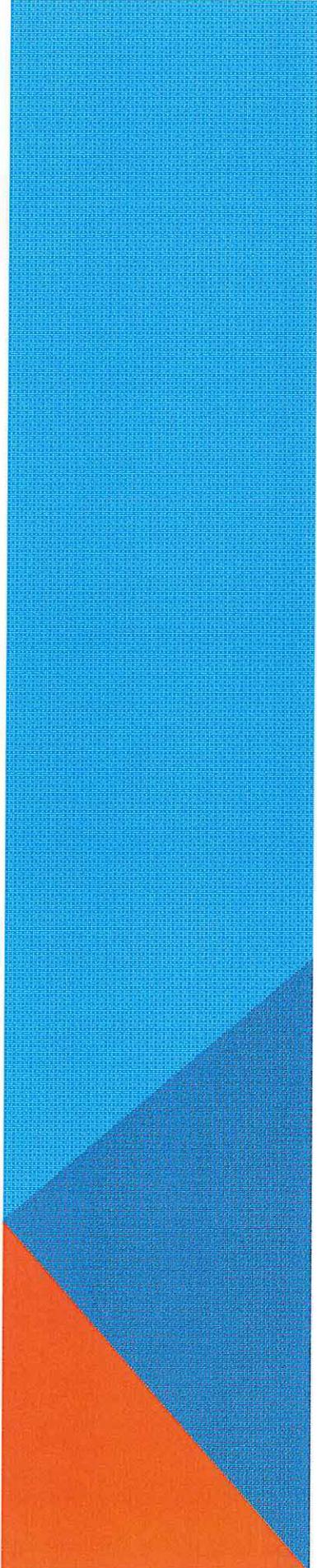
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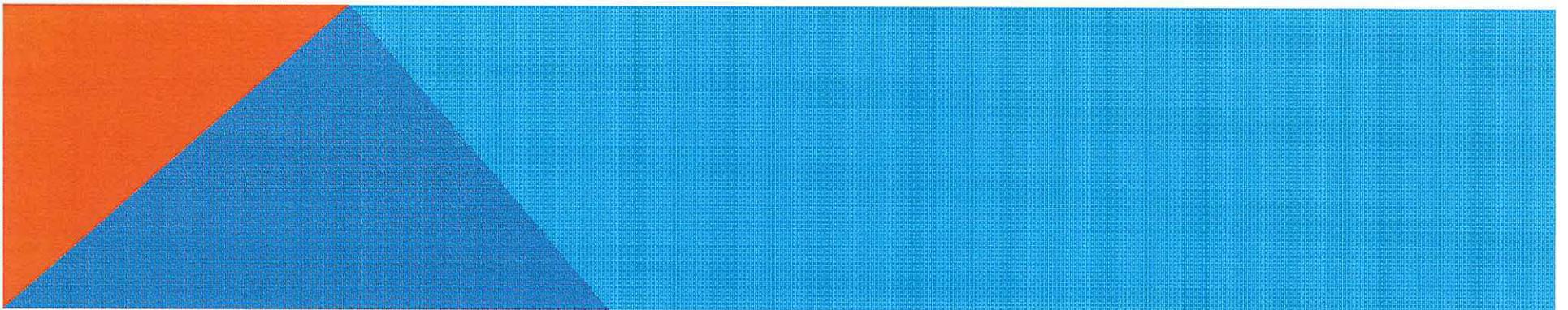
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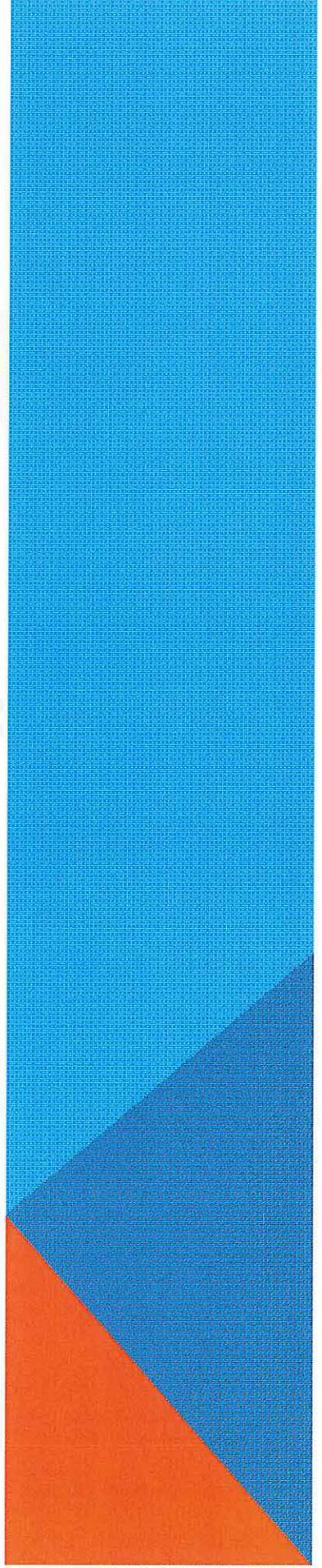
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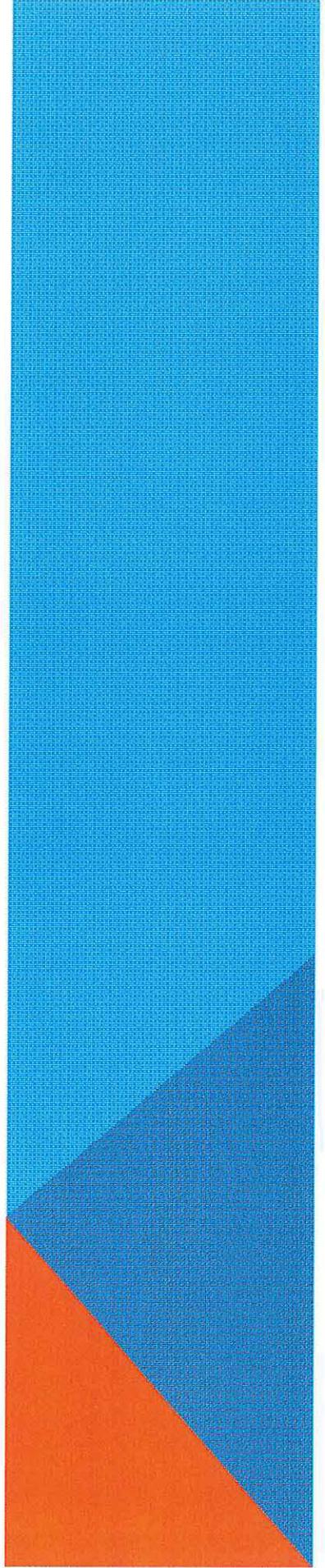
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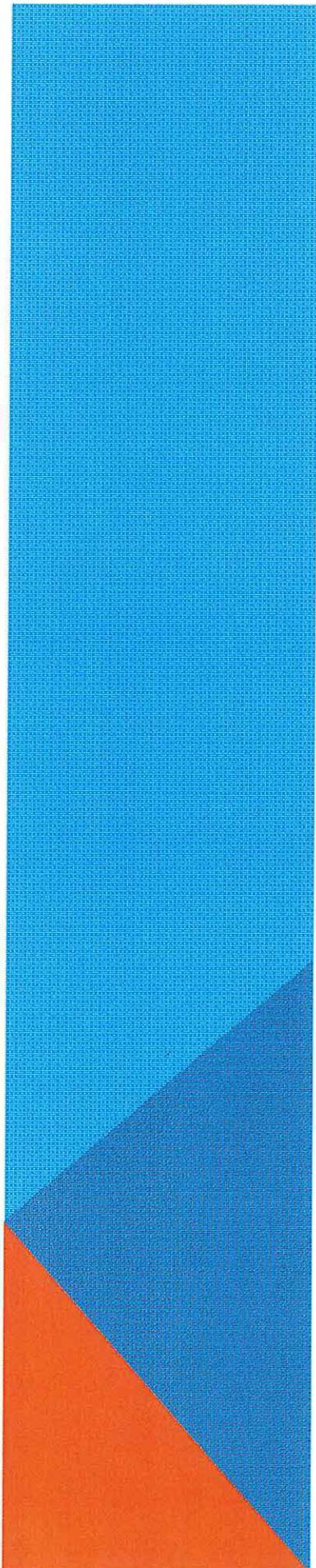
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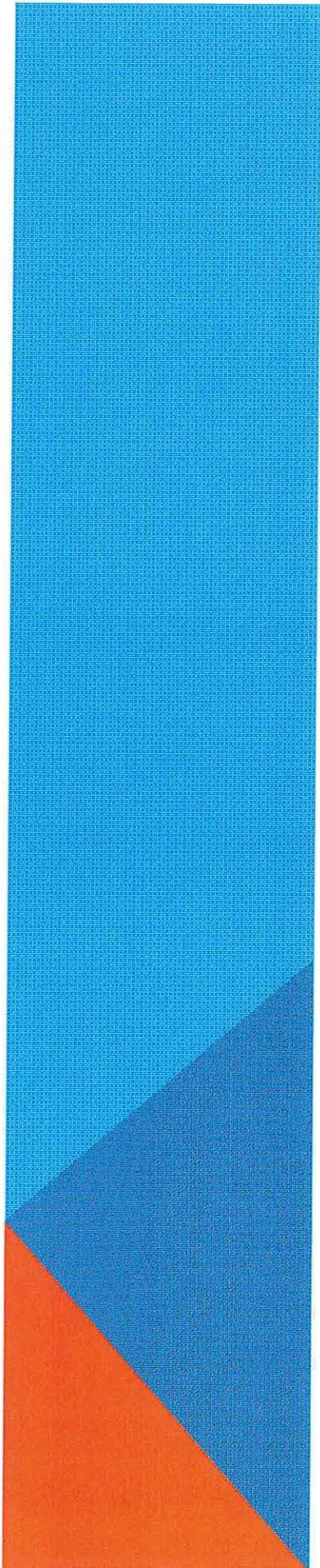
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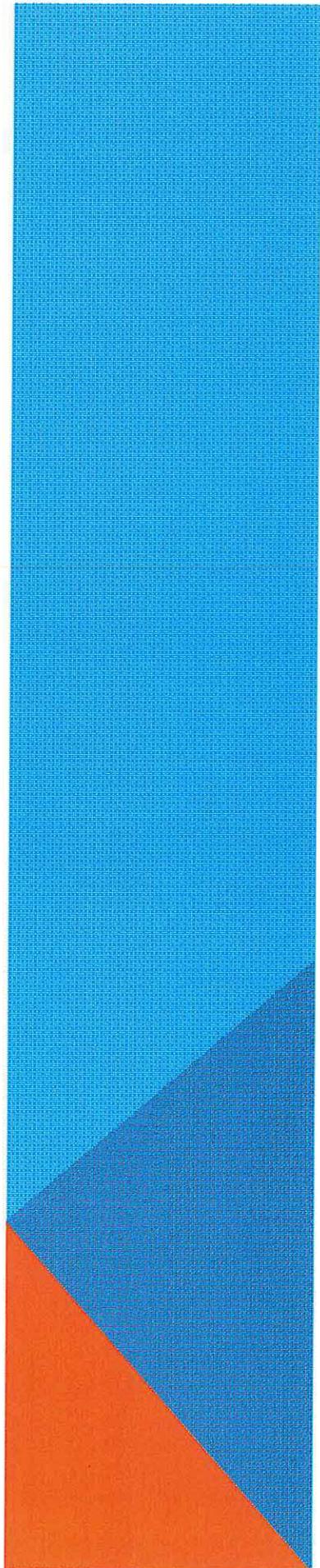
OLDE TOWN WINDSOR- MAPLE STREET



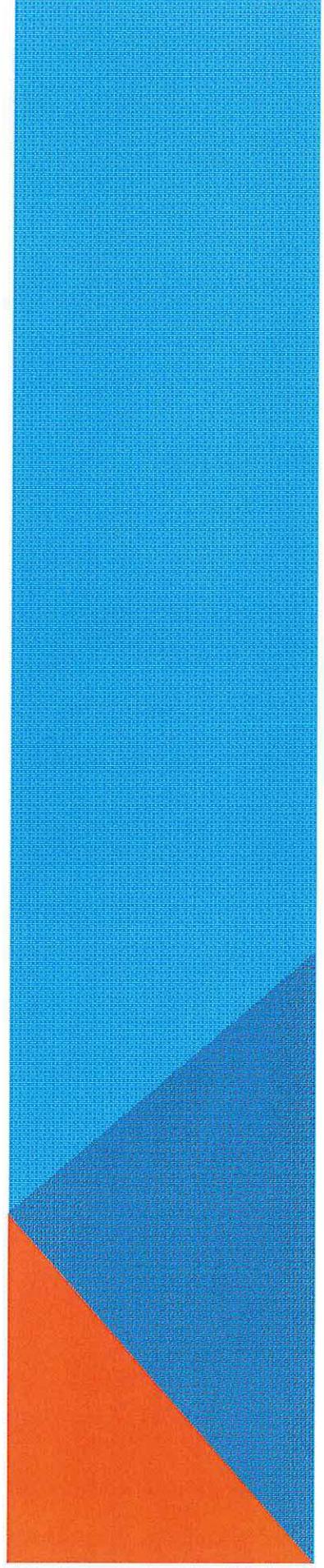
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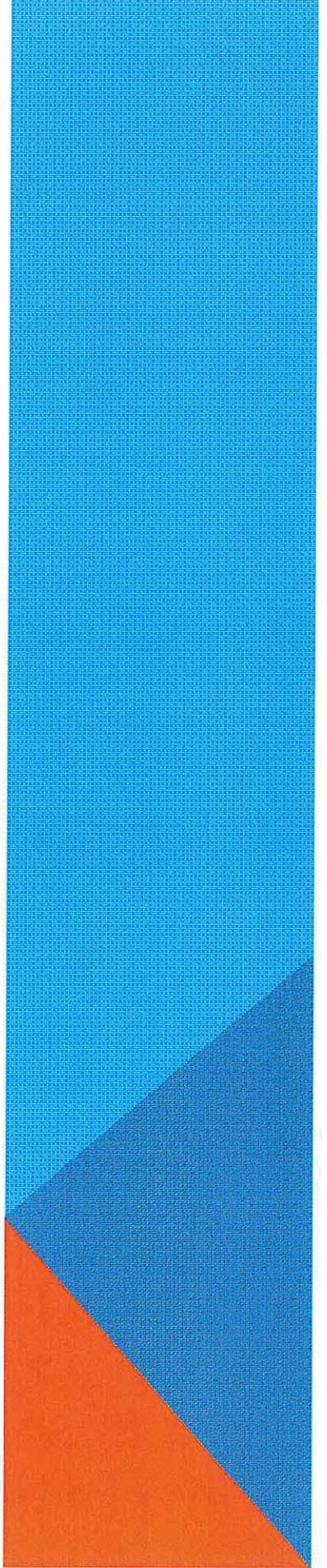
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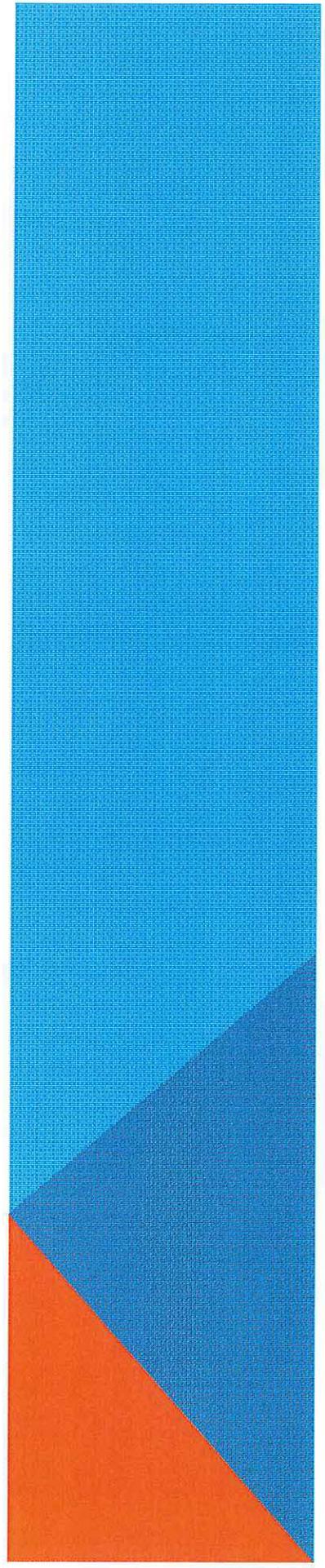
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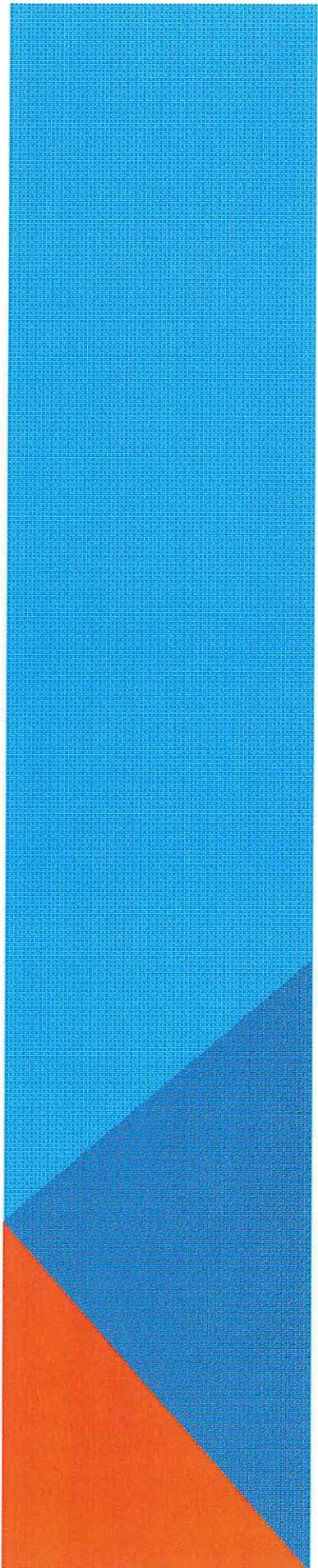
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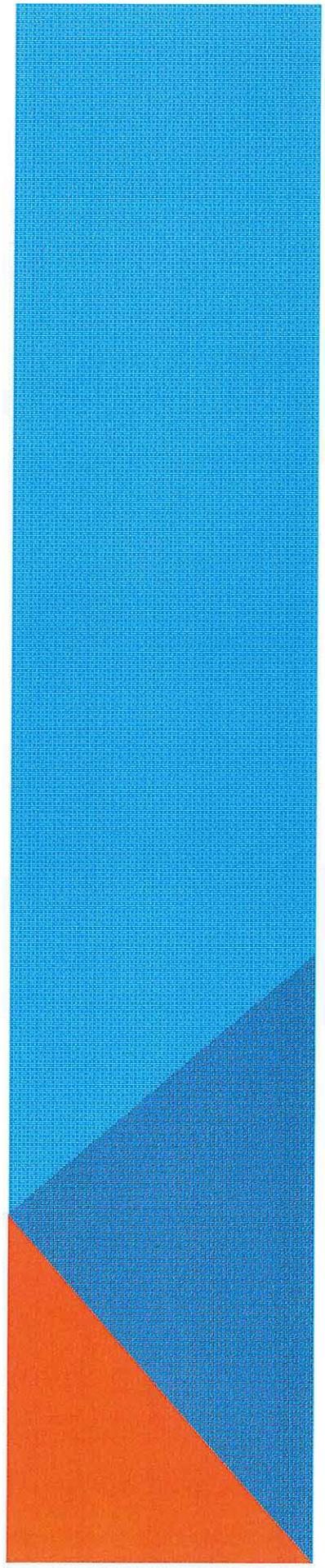
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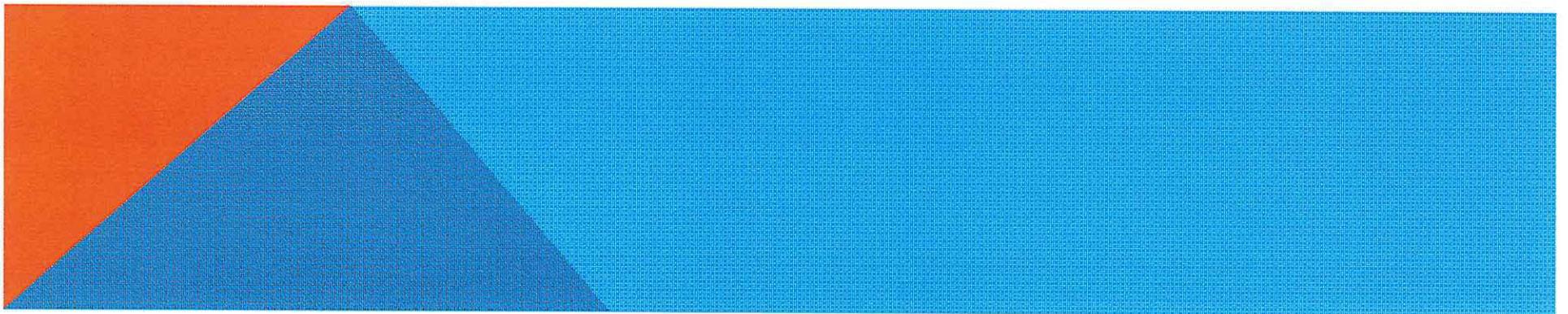
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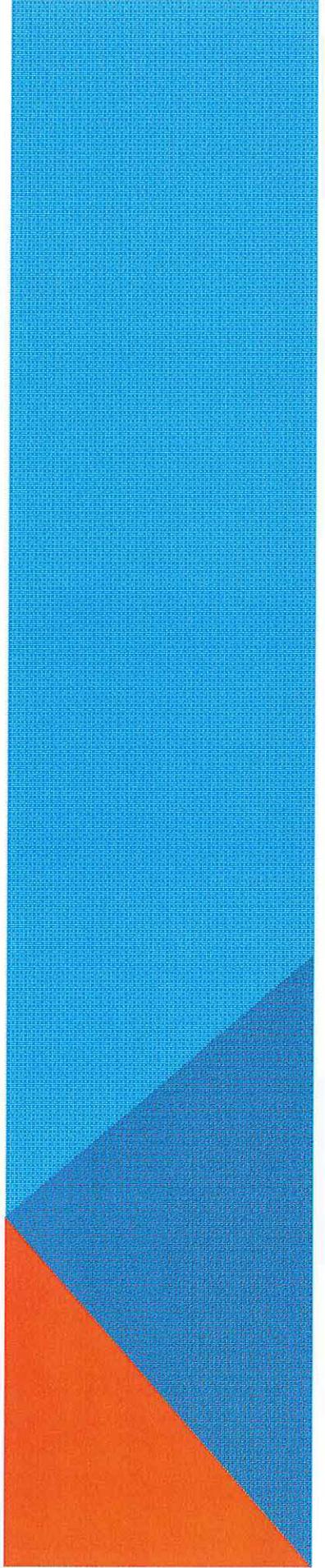
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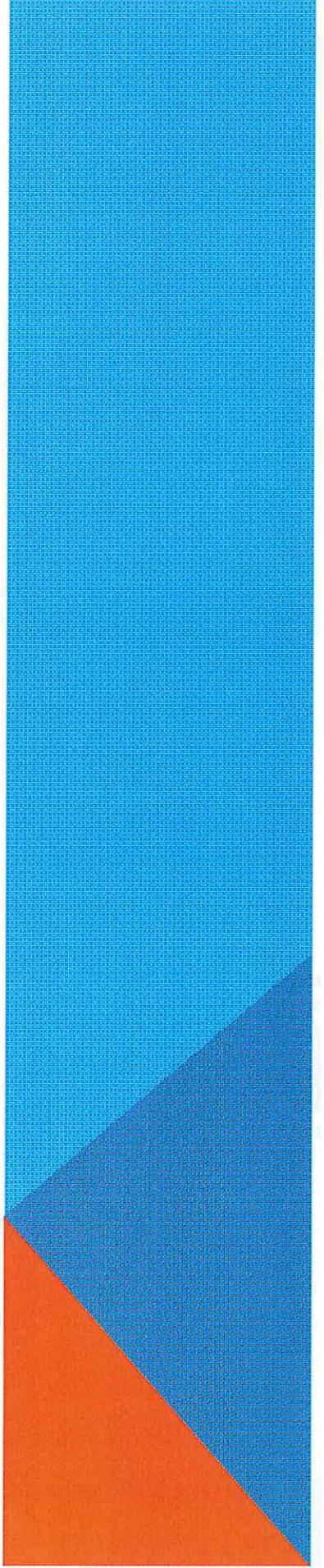
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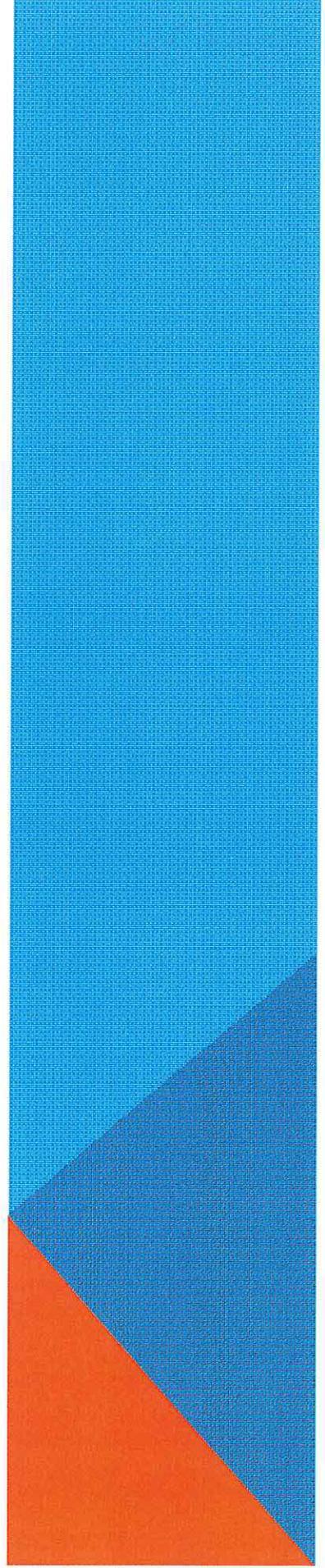
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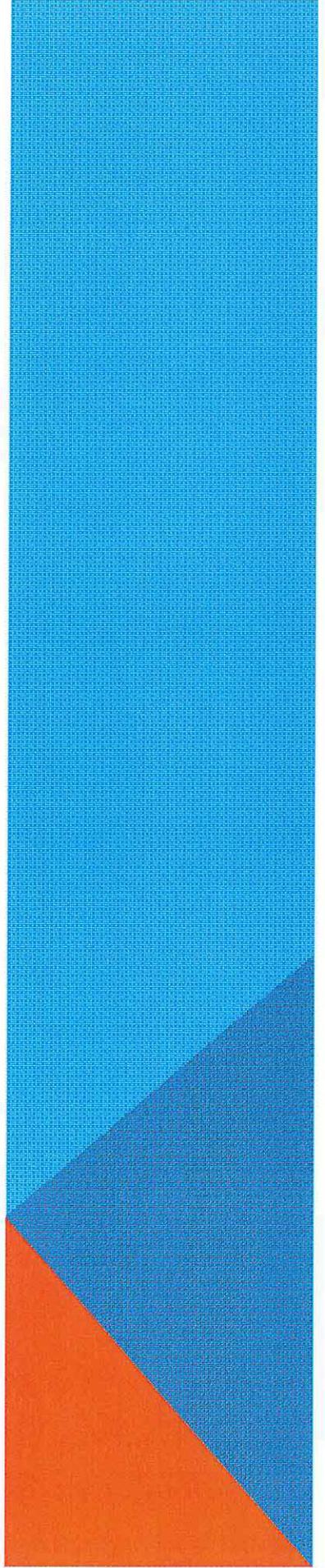
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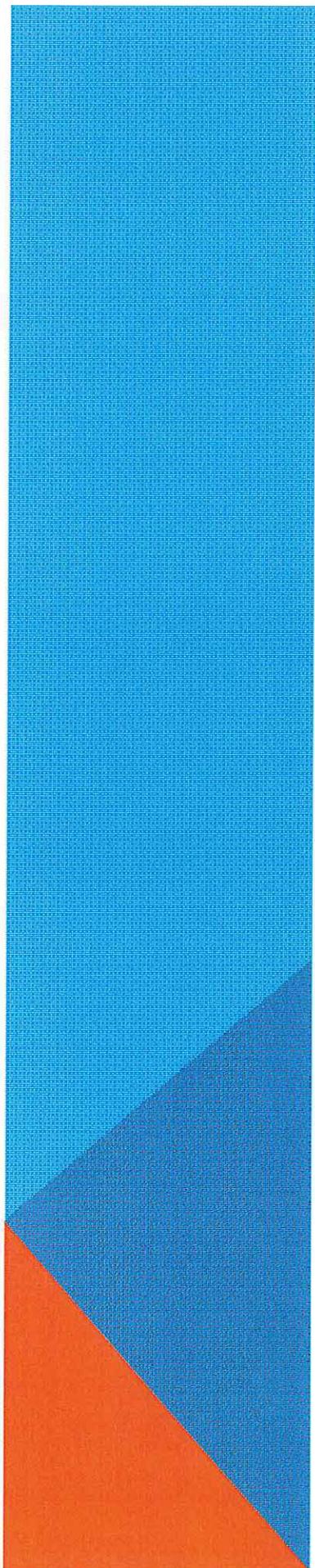
OLDE TOWN WINDSOR- B STREET



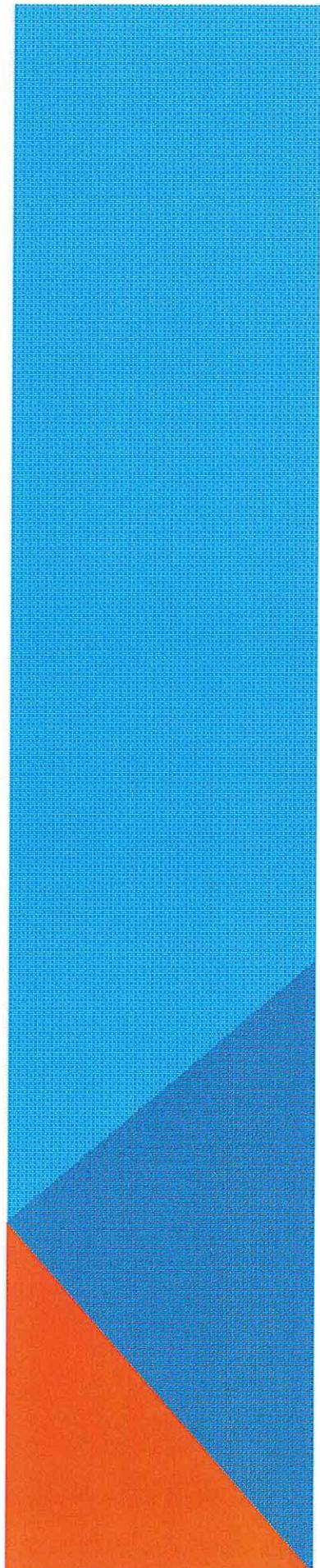
OLDE TOWN WINDSOR- B STREET



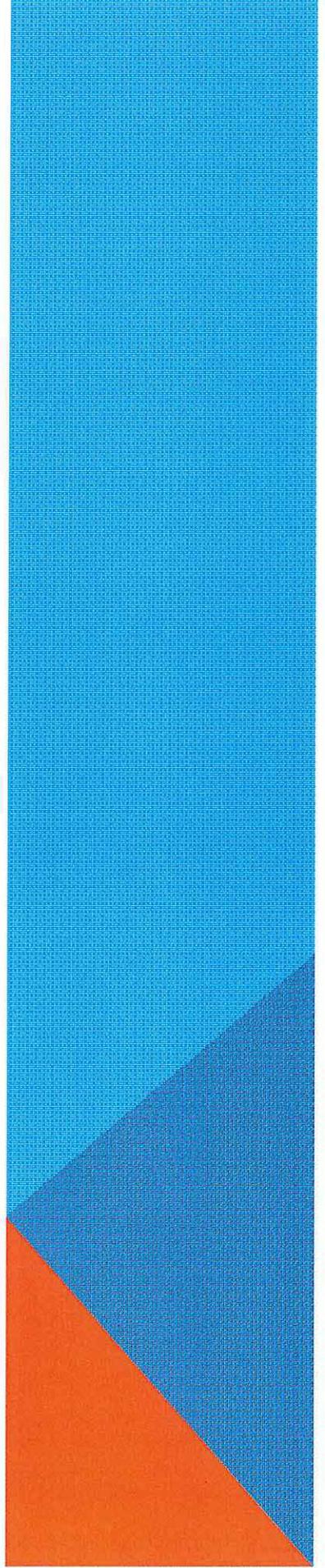
OLDE TOWN WINDSOR- B STREET



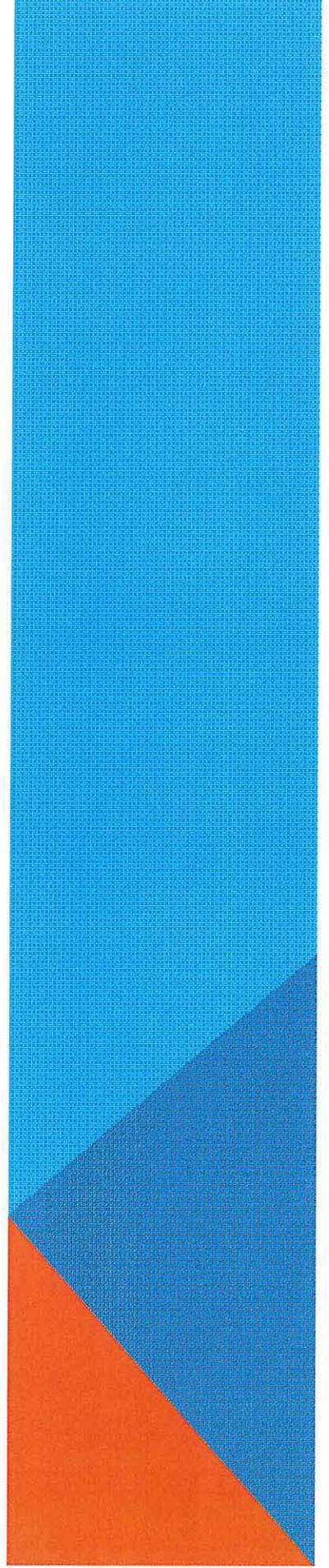
OLDE TOWN WINDSOR- B STREET



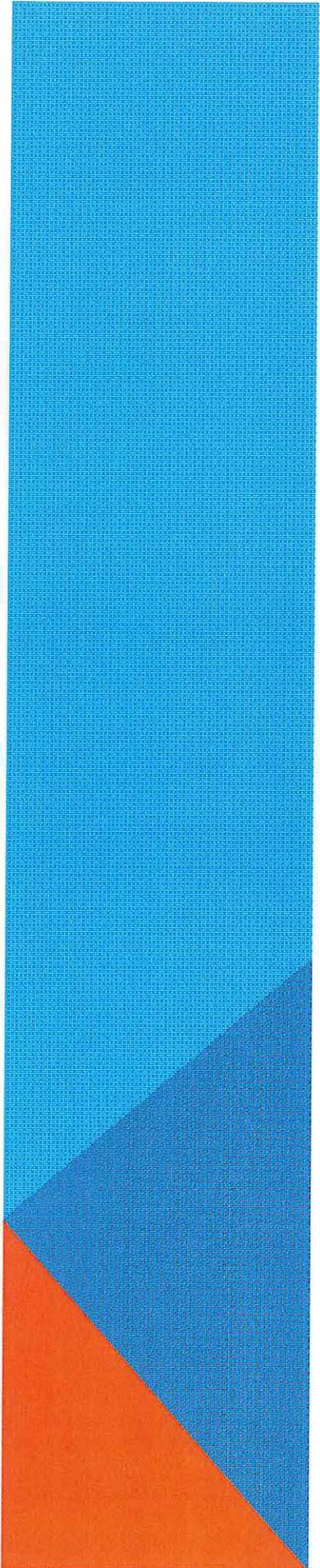
OLDE TOWN WINDSOR- B STREET



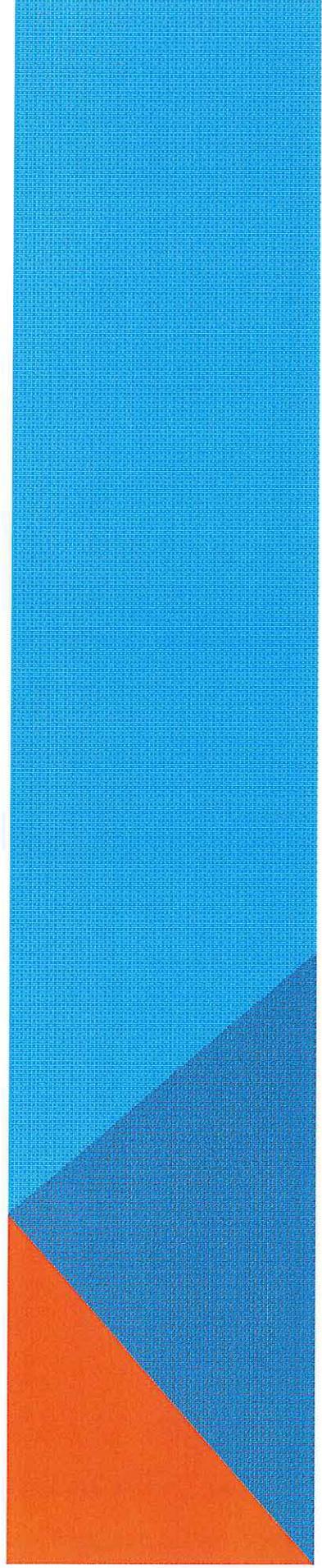
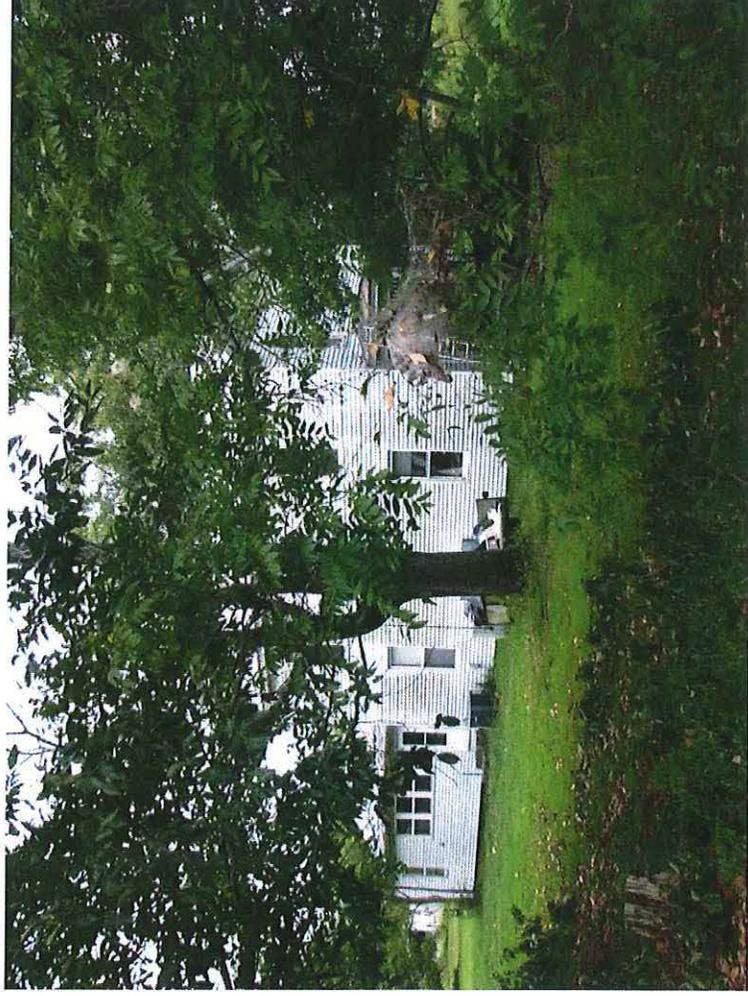
OLDE TOWN WINDSOR- B STREET



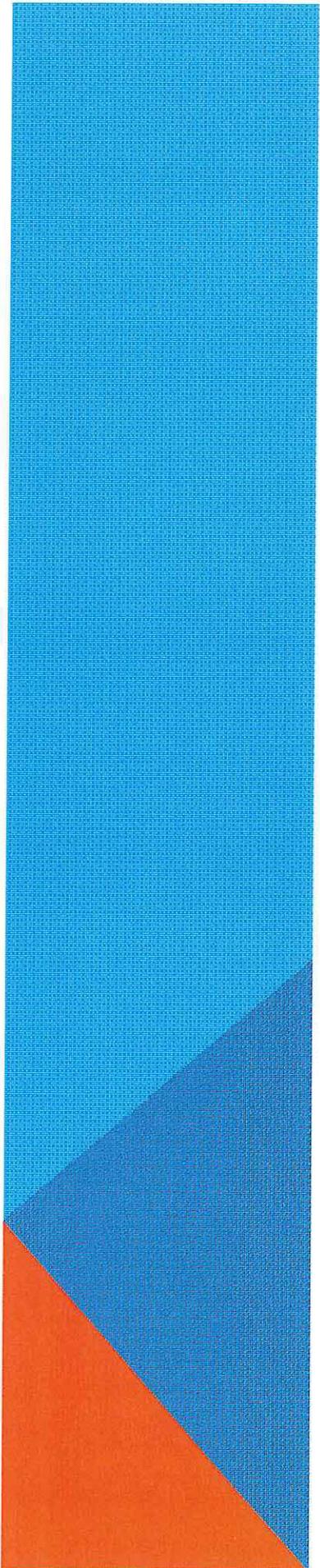
OLDE TOWN WINDSOR- B STREET



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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

Town Manager
Michael R. Stallings, Jr.

Town Clerk
Terry Whitehead

Town Attorney
Wallace W. Brittle, Jr.



Established 1902

September 6, 2016

Memorandum

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

From: Dennis W. Carney, Planning and Zoning Administrator

Subject: August 2016 Planning and Zoning Report

Zoning Permits: The number of Zoning Permits had a nice increase to eleven new Zoning Permits for August (we only had six in July). This is also more than double the five permits in August 2015. The permits included a new single wide manufactured home (on a vacant mobile home lot), two decks (a front porch and a stoop), two temporary signs, a gazebo, two fences, two daycare providers (under five children) and a new business.

Violations: As in July, there were eight new violations. Four were for inoperative motor vehicles with the other four being for tall grass. However there were nine cases that were resolved. All four tall grass cases were resolved very shortly after notification. The two remaining zoning violation cases were resolved along with three inoperative motor vehicle cases.

Planning Commission Activity: The Planning Commission reviewed the comments that Town Council had provided on the permitting of chickens and pot-bellied pigs in the residential districts. It is noted that Mr. Walter Bernacki, who had requested the review, was not present at the meeting and had requested that pot-bellied pigs be removed from the review. They also reviewed the previous 2011 request. After a lengthy discussion, the Planning Commission declined to review the issue of allowing chickens in the R-1, HDR and LDR residential districts on their own volition.

After a productive work session, the Commission set a community outreach meeting for the residents of Griffin Street, Bank Street, Maple Street and B Avenue to give their views and ideas on their portion of the Olde Town Windsor project for the regular September 28th Planning Commission meeting. Notifications for all property owners are being sent now.

Drainage: On the day of our last Town Council meeting August 9, 2016, representatives of the Virginia Soil and Water Conservation Department and the Peanut Soil and Water Conservation District met with two interested citizens regarding whether the VCAP program is a possibility to assist them with their drainage problems by utilizing innovative best management practices. Unfortunately in these cases, because the problems involved pipes that were collapsing underground, the VCAP program could not assist the home-owners. We are continuing to look at other potential solutions to this problem.

MONTHLY REPORT PLANNING & ZONING

August 2016

	<u>August</u>	<u>FYTD</u>
Number of Zoning Permits Issued:	11	17
Residential New Construction:	1	2
Commercial New Construction:	0	0
Building Additions:	0	0
Accessory Buildings:	1	1
Signs:		
Temporary:	2	2
Permanent:	0	0
Fences:	2	2
Pools:	0	1
Decks:	2	4
Driveways:	0	0
Other:	3	5
Notices of Violation:	8**	24**
Inoperative vehicles:	4	18
Tall grass:	4	4
Signs:	0	0
Other:	4	4
Number of Violation Cases Resolved:	9**	15**
Inoperative vehicles:	3	9
Tall grass:	4	4
Sign	0	0
Other:	2	2

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 violations