

Town of Windsor

Memorandum

April 8, 2025

TO: The Honorable Mayor and Town Council

FROM: William G. Saunders IV, Town Manager *WGS IV*

SUBJECT: Chickens in Residential Districts – Initiation of Ordinance Amendment Discussion

Background

Councilman David Adams proposes a discussion regarding the initiation of an ordinance amendment process regarding allowing chickens in residential districts.

Specifics

There are three ways that a zoning ordinance can be amended in the Town of Windsor; one of which is a resolution by the Town Council. Please find the relevant ordinance section below.

Sec. 160-13. - Ordinance amendment process.

Whenever public necessity and general good land-use practice requires, the Town Council may, from time to time, amend, supplement or change, by ordinance, the regulations herein established.

(a) Initiation of change. Any such amendment may be initiated either by:

(1) Resolution by the Town Council;

(2) Motion of the Planning Commission; or

(3) Petition of a property owner, contract purchaser with the owner's written consent, or the owner's agent and addressed to the Town Council or the Planning Commission including:

a. Proposed wording or revision(s) of the text to be amended with references to the division, section, and subsection that is/are proposed to be amended, including sections to be repealed, deleted or replaced in or on a form approved by the Planning and Zoning Administrator;

b. Narrative description of the purposes to be served by the proposed amendment and how it would affect and improve the Land Development Ordinance; and

c. A filing fee to defray the cost of processing, advertising and holding the public hearings as are required by the Town of Windsor pursuant to the Code of Virginia.

(b) Notice, hearing, and recommendation by Planning Commission. The Planning Commission shall hold a public hearing on a complete application for a proposed amendment as described above. Notice of public hearing before the Planning Commission shall be in accord with the relevant procedures outlined in the Code of Virginia as amended. The Planning Commission

shall make a recommendation to approve, deny or give no recommendation on the proposed amendment within 100 days of the date of the first meeting that the Planning Commission accepts the application as being complete as set forth in the Code of Virginia.

(c) Notice, hearing, and determination by Town Council. The Town Council shall hold a public hearing on the application for a proposed amendment. Notice of public hearing before the Town Council shall be in accord with the relevant procedures outlined in the Code of Virginia as amended. The Town Council shall either approve or deny the request within the timeframes set forth in the Code of Virginia.

Recommendation

For Council's consideration

Enclosures

None