

Town of Windsor

Memorandum

February 11, 2014

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
Wesley F. Garris-Vice Mayor
Clint Bryant
Durwood V. Scott
Greg Willis
N. Macon Edwards, III
Patty Flemming



Established 1902

February 4, 2014

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 Carney, Planning and Zoning Administrator

Subject: January 2014 Planning and Zoning Report

Zoning Permits: There were twelve new Zoning Permits for the month of January. This is a large increase over the eight new permits in December and is also substantially larger than the two new permits last January. This is particularly impressive given the two snow events in mid to late January. The permits were for two new homes, two front door stoops, two home occupations, a detached garage, a permit for three temporary signs, a pavilion for a mobile home park, the paving of an existing gravel parking lot, the final renewal of two cargo pods and a handicapped ramp. If the trend continues this could be the largest year permits since the recession began.

Violations: Violations decreased in January to six new cases from the ten new cases in December. This is also less than the eight cases in January 2013. Five of the cases involved inoperative motor vehicles and there was a "junk and trash" violation. Two of the six involved repeat offenders.

On a positive note, five inoperative motor vehicle cases and a zoning case were resolved.

Planning Commission Activity: The Planning Commission attempted to hold meetings on January 22nd and 29th but were "snowed out" on both occasions. Due to the scheduling difficulties of a short month, no further attempts were made for an early February meeting. We will try again on February 26, 2014 to hold what could be a very important meeting that will deal with the timetable and methods for the completion of the Comprehensive Plan.

Other Matters: Staff is continuing to meet with the County's Staff regarding the Joint Transportation Committee for Isle of Wight and the Town. Staff will meet tentatively on February 18, 2014 to determine what should be the Staff's concerns on these issues. A meeting date for the overall Transportation Committee has not been set as of this writing.

**MONTHLY REPORT
PLANNING & ZONING
JANUARY 2014**

	<u>January</u>	<u>FYTD</u>
Number of Zoning Permits Issued:	12*	40*
Residential New Construction:	2	9
Commercial New Construction:	0	0
Building Additions:	0	1
Accessory Buildings:	2	6
Signs:		
Temporary:	1	9
Permanent:	0	6
Fences:	0	1
Pools:	0	0
Decks:	0	0
Driveways:	0	0
Other:	7	10
Notices of Violation:	6*	50**
Inoperative vehicles:	5	36
Tall grass:	0	7
Signs:	0	1
Other:	1	7
Number of Violation Cases Resolved:	7*	49**
Inoperative vehicles:	6	33
Tall grass:	0	8
Other:	1	11

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