

## Town of Windsor

### Memorandum

December 9, 2014

**TO:** The Honorable Mayor and Town Council

**FROM:** Michael Stallings, Town Manager *MS*

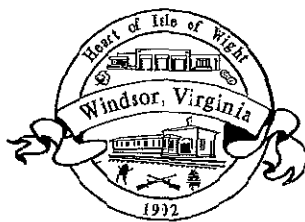
**SUBJECT:** Planning & Zoning Report

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

December 2, 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: November 2014 Planning and Zoning Report**

**Zoning Permits:** As in October, there were seven Zoning Permits in November. This is five more than the two permits for November 2013. The permits included five replacement manufactured homes (four single-wides and a double-wide) on existing lots. There also was the new permanent sign for the new Verizon Store at the Windsor Commons Shopping Center and a utility building.

**Violations:** There were also four new violation cases in November (also the same as October). This is only one more than the two cases in November 2013. The violations were for two inoperative motor vehicles a sign and junk/trash. There were three violation cases resolved in November, all of which were for inoperative motor vehicles.

**Economic Development Authority:** The Economic Development Authority held a meeting on November 10, 2014. At that meeting a Community Profile that Staff and the Isle of Wight Economic Development Department had prepared was presented. With a few minor corrections, it was met with approval. It was agreed that once the changes were completed, the document could be reviewed by the EDA members individually and once consensus is achieved, the document could be utilized to promote the Town for business and industry. Also the vacant buildings/parcels project to be added to the Town's website was presented. Because of computer formatting questions the project has yet to be completed. However, the EDA approved the project to move forward at the Staff level.

**Planning Commission Activity:** The Planning Commission and Town Council held a joint work-session on the 2014 Comprehensive Plan on November 19, 2014. This was primarily to inform Council of the process and content of this very important document. Due to the uncertainty regarding the options for the U.S. Route 460 Bypass/Improvements that could necessitate a host of changes, the both bodies agreed to review the Plan again in February, once the State has decided the future direction of the

project. Since the Commission does not meet in December, its next meeting will be on January 28, 2015

**General:** November is always a month of slowing down of Planning/Zoning/Codes Compliance activity. This year was no exception. However, many things were happening and ongoing and there remains much to do.

# MONTHLY REPORT PLANNING & ZONING

November 2014

	<u>November</u>	<u>FYTD</u>
<b>Number of Zoning Permits Issued:</b>	<b>7*</b>	<b>34*</b>
Residential New Construction:	5	7
Commercial New Construction:	0	0
Building Additions:	0	1
Accessory Buildings:	1	5
Signs:		
Temporary:	0	6
Permanent:	1	5
Fences:	0	3
Pools:	0	0
Decks:	0	0
Driveways:	0	1
Other:	2	6
<b>Notices of Violation:</b>	<b>4*</b>	<b>42**</b>
Inoperative vehicles:	2	23
Tall grass:	0	10
Signs:	1	6
Other:	1	7
<b>Number of Violation Cases Resolved:</b>	<b>3*</b>	<b>51**</b>
Inoperative vehicles:	3	29
Tall grass:	0	13
Sign	0	1
Other:	0	12

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