

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
June 26, 2024 - 7:00 p.m.
Town Hall

- 1) Call to Order
 - a) Welcome
 - b) Roll Call and Determination of Quorum
- 2) Approval of the Minutes of the May 22, 2024 Planning Commission meeting
- 3) Public Comments
- 4) Public Hearing

CUP 01:2024 An application submitted by Hastings and Sons LLC, owner, requesting a conditional use permit for property identified as Map Parcel 53-01-103. The parcel is .50 acres, zoned R1 Residential and is located on Bank Street (Route 1810) approximately 400 feet east of the intersection of U.S. Route 258. The purpose of the application is for development of a two (2) unit multi-family building.
- 5) Unfinished Business-None
- 6) Town Attorney's Report
- 7) Economic Development Authority (EDA) Report
- 8) New Business
 - A) Virginia Planning Association annual conference
 - B) Energy 101 & Hydrogen in Hampton Roads workshop
- 9) Next Regular Meeting Date: July 24, 2024
- 10) Motion to Adjourn

MINUTES OF THE PLANNING COMMISSION – WINDSOR, VIRGINIA

The Planning Commission met on Wednesday, May 22, 2024, at 7:00pm at the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Chairman Marshall called the meeting to order and welcomed those in attendance. Kelly Kuhns, Town Clerk, recorded the minutes. James Randolph, Planning and Zoning Administrator, and Fred Taylor, Town Attorney, were present.

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

APPROVAL OF MINUTES OF MARCH 27, 2024 COMMISSION MEETING

Chairman Marshall asked if there were any questions or concerns regarding the March 27, 2024, meeting minutes. No questions or concerns were presented.

Commissioner Scott made a motion to approve the minutes for the March 27, 2024, meeting. Commissioner Hewitt seconded, and the Commission unanimously passed the motion as recorded on the attached chart as motion #1.

PUBLIC COMMENTS

None

PUBLIC HEARING

None

UNFINISHED BUSINESS

None

TOWN ATTORNEY'S REPORT

None

ECONOMIC DEVELOPMENT AUTHORITY (EDA) REPORT

None

NEW BUSINESS***Draft Comprehensive Plan - Economy***

Mr. Randolph said that to better understand the economy in the Town of Windsor, it is necessary to consider economic activity in the Hampton Roads region and the national economy. He noted that the Town of Windsor is a subset of the regional economy, and the regional economy is a subset of the national economy. Mr. Randolph stated that each component of the local economy must be considered: production, development, and

management of material wealth. He added that by studying the local economy, one may better comprehend the fiscal impacts of planning decisions. Mr. Randolph said that understanding the dynamics of the local economy and how integrated they are with the region and the nation is a vital part of the planning process.

Mr. Randolph stated that many of the same factors that impact the national economy, such as interest rates, consumer confidence, and inflation, also affect the local economy. He noted that by comparing trends, the relationship between the local, regional, and national business cycle can be identified.

Mr. Randolph reviewed the annual growth rate of the gross domestic product (GDP) of the United States from 1990 – 2023. He noted that economic recessions occur on average every 7 – 10 years. Mr. Randolph explained that the economy grew at a rate of approximately 5.8% in 2021 just after the COVID-19 pandemic, moderating to roughly 2.5% in 2023.

Mr. Randolph discussed a chart of real gross domestic product for Virginia, North Carolina, Maryland, and the United States chart that represents the Virginia economy compared to its neighboring states. He advised that since 2020, Virginia and Maryland are similar in economic input, however, Virginia continues to lag behind North Carolina and the United States.

Mr. Randolph said that just as the national economy is reflected in the regional economy, the well-being of the region plays an important role in Windsor. He stated that the Hampton Roads economy has been expanding since 1991, and since 2010, the regional economy has grown at an annualized rate of approximately 2.5%.

Mr. Randolph noted that while discussion of GDP is important, there are other factors that affect the economy, such as interest rates and inflation that can provide either a boost to economic activity or may act as a deterrent to economic activity. He added that approximately 70% of GDP is attributable to consumer spending. Mr. Randolph said that the rise and fall of interest rates and inflation directly affect the ability and confidence of the consumer and influence their decisions especially when considering “big ticket” purchases such as homes and automobiles.

Mr. Randolph explained that in our current environment, there are historically low unemployment rates and rising wages for most employees, however direct purchasing power is being continually eroded with elevated inflation. He stated that as inflation rises, interest rates are typically raised by the Federal Reserve to help mitigate the negative effects of rising costs.

Mr. Randolph took a moment to ask for feedback concerning the information provided.

Commissioner Adams stated that while the information presented is relevant, he would like to see more standardization among the timeframes being discussed, with the economic focus being on the last 20 years.

With no further questions or comments, Mr. Randolph continued to explain that one of the most important employment sectors in the Hampton Roads economy is the military or Department of Defense (DOD) spending. He added that Hampton Roads has the second largest concentration of military personnel in the United States. Mr. Randolph added that Department of Defense expenditures, whether through direct military spending or through contractors associated with DOD projects generate approximately 30% of gross product in the region. He noted that these expenditures are directly responsible for 1 out of every 9 jobs in the region.

Mr. Randolph said that Hampton Roads has a significant maritime industry and is also home to one of the nation's premier ports, The Port of Virginia. He noted that it has the deepest channel at 55 feet which allows for the largest container ships to dock. He said that the Port of Virginia moved 3.2 million 20-foot equivalent units (TEU's) in 2023, equating to more than 26 million tons of cargo. Mr. Randolph stated that the economic output was responsible for more than \$41 billion in labor income and 565,000 full and part time jobs throughout Virginia, contributing to \$124 billion in total spending and providing \$5.8 billion in state and local taxes.

Commissioner Adams asked if the Port of Virginia is a private company.

Mr. Taylor clarified the organizational structure of the Port of Virginia, stating that it is a government entity that is a subdivision of the Commonwealth. He stated that it is controlled by a Board of Commissioners which the Governor appoints. He added that the Commissioners in turn have other corporations run the day to day operations making it more of a private, public partnership.

Mr. Randolph advised that where employment and industry are often used to describe the general health of the economy, incomes are used to describe the wealth of an economy. He stated that incomes in the Hampton Roads region have typically been below the national average. Mr. Randolph noted that while this may seem to be a negative component, favorable labor costs are beneficial to industry and to those businesses relocating or establishing operations in the region.

Mr. Randolph presented a graph of the median household income for the Hampton Roads region and the state. He noted that the highest in the region is Chesapeake, with a median household income of approximately \$92,703, with the lowest being Portsmouth at \$57,154. Mr. Randolph stated that the median household income statewide is approximately \$87,249. He added that Isle of Wight County is not shown on the graph, however it is second in the region directly behind the City of Chesapeake at \$91,680.

Labor Force and Unemployment

Mr. Randolph stated that unemployment rates in the Hampton Roads region are traditionally lower than the national average and this is true in the Western Tidewater region as well. He noted that while much of the area is still dominated by agriculture, Isle of Wight County has a diverse economy anchored by several major industrial and retail employers that play an important role in the region's job market. Mr. Randolph added that although this is shifting to some degree, manufacturing activities account for 23.2% of total employment in the County.

Mr. Randolph said that historically, agriculture has been and continues to be a major industry within the County. He noted that Scoular Company is a grain processing business located in the Town of Windsor. The Commonwealth Cotton Gin and Indika Farms are other agricultural businesses located in town.

Private Sector Employment

Mr. Randolph stated that the job market in the Town of Windsor is limited, resulting in town residents typically commuting within the region for employment. He said that since the pandemic of 2020, employment patterns have somewhat changed with many employees now having the option to telecommute or having a hybrid work schedule.

Mr. Randolph noted that there are several large private sector employers, those with over 500 employees, located within Isle of Wight County. He added that those within the Town of Windsor, the largest private sector employers are Consulate Healthcare, Community Electric Co-operative, and Food Lion. Mr. Randolph noted that the largest public sector employer within the Town of Windsor is the Isle of Wight County School Board with Windsor High School and Georgie D. Tyler Middle School.

Mr. Randolph advised that the Town of Windsor has an Economic Development Authority (EDA) which assists in business development within the town limits. He noted that Isle of Wight County also has an Industrial Development Authority (IDA) that is tasked with county wide economic development. Mr. Randolph stated that the Windsor Development Service District envelops the town limits to the north, south, and east where there are several existing businesses located and many more being planned.

Commissioner Adams suggested changing the verbiage regarding the job market being "limited" in the Town of Windsor.

Commissioner Scott proposed changing the statement to reflect the job market being "typical for the size of the town."

Mr. Randolph noted that he would adjust the verbiage.

Mr. Randolph said that the Town of Windsor is well positioned to continue to benefit from the growing economy in the Hampton Roads region. He added that Isle of Wight County continues to invest heavily in attracting new businesses to the area as part of the Windsor Development Service District and Windsor is poised to continue to provide agricultural, educational, and retail services in the area.

Commissioner Adams commended Mr. Randolph in the way the report was written, describing it as very informative.

Windsor Station Subdivision – Update

Mr. Randolph said that it has been approximately two (2) years since the Planning Commission reviewed and recommended approval of the rezoning application and conceptual plan for the Windsor Station subdivision. He stated that the Windsor Town Council subsequently approved the rezoning request and accepted the proffers associated with the application. Mr. Randolph noted that the subdivision, consisting of sixty (60) single family residential lots will be located off Shiloh Drive, adjacent to the Holland Meadows neighborhood.

Mr. Randolph provided the Commission with an update on the status of the development (construction) plans, to include a diagram of what the subdivision will entail.

Mr. Randolph noted that the developer is in the process of securing their stormwater management permit for the project. He stated that the developer will utilize the existing retention pond that is located at the Holland Meadows site.

Mr. Randolph advised that majority of the lots at the entrance to the subdivision near Shiloh Drive will be approximately .25 acres in size with the larger lots, approximately 1-1.5 acres, being in the back portion of the subdivision. He added that with the various lot sizes, there should be more appeal to potential buyers. Mr. Randolph said that the homes will be traditional

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two-story homes with an attached garage, ranging from approximately 2,200 square feet to 3,000 square feet.

Mr. Randolph noted that the project is anticipated to break ground this summer.

ADJOURNMENT

Chairman Marshall stated that the next Planning Commission meeting is scheduled for June 26, 2024.

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

The meeting adjourned at 7:45pm.

NEXT REGULAR MEETING DATE: June 26, 2024

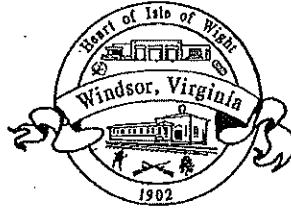
Leonard L. Marshall, Chairman

Kelly Kuhns, Town Clerk

TOWN OF WINDSOR

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

Department of
Planning & Zoning
757-242-4288



Established 1902

PLANNING & ZONING REPORT

Overview:

This Conditional Use Permit application, CUP 01:2024, requests a use that is not a permitted or by-right use in the R1, Residential zoning district. Section 160-47 C(7) provides for: Townhouse and Multi-Family Dwellings as a “conditional use”. While the zoning ordinance defines what is and what is not permitted in each zoning district, the conditional use process allows for consideration of uses on a site-by-site basis.

Section 160-73 of the zoning ordinance provides the standards and procedures that are required of the application, review and decision process. The process for a CUP is similar to a rezoning. Application is submitted to the Planning & Zoning Administrator, along with an appropriate fee. A zoning notice is placed on the property, and adjoining property owners are notified of the public hearing. A public hearing is advertised and then conducted by the Planning Commission. The Planning Commission has up to 100 days to make a recommendation, or if none is made within this timeframe, the application moves forward to the Town Council with a favorable recommendation. The Town Council will then hold a public hearing and consider the recommendation of the Planning Commission as well as any other comments received during the hearing. The Town Council will then decide on whether to approve or deny the CUP.

In evaluating the proposed conditional use, the following criteria should be used:

- The effect of the proposed use on existing and projected traffic volumes in the neighborhood
- The character of the use and the existing neighborhood and the effect of the proposed use on existing property values
- The impact of the proposed use on the health, safety, and welfare of the neighborhood
- Any conditions that can be applied to mitigate the adverse impacts to an acceptable level

With your review, the Planning Commission has the authority to recommend conditions and requirements that are necessary to protect the public interest. Conditional use permits must be put into effect within (1) year from the date of approval. Additionally, if a conditional use is discontinued or suspended for a period of (2) years from the date of approval, the CUP can be declared void.

Application:

Conditional Use CUP 01:2024 An application submitted by Hastings and Sons LLC, owner, requesting a conditional use permit for property identified as Map Parcel 53-01-103. The parcel is .50 acres, zoned R1 Residential and is located on Bank Street (Route 1810) approximately 400 feet east of the intersection of U.S. Route 258. The purpose of the application is for development of a two (2) unit multi-family building.

Property Owner: Hastings and Sons LLC

Property Location: Bank Street

Tax Parcel Numbers: 53-01-103

General Information:

Acreage: .50 acres +/-

Current Zoning: R1-Residential

Current Use: Undeveloped

Requested Use: Multi-family

Comprehensive Plan: Low Density Residential

Adjacent Properties: Adjacent properties consist of a single-family residence (10184 Bank St.), a multi-family apartment building across the street (10198 E. Blackwater Rd.), and a wooded parcel adjacent to the west.

Site Characteristics: The site has been cleared and is generally level.

Factors related to conditional use request:

- Improvements: There are no improvements or structures located on this property.
- Environmental: There are no wetlands located on the property and the property is not in a flood hazard zone.
- Historical/Cultural: No significant aspects are noted at this time.
- Transportation: Access to this property is via Bank Street, Route 1810. This is a state roadway that is maintained by VDOT. The posted speed limit is 25 mph. There is a fair amount of traffic along this roadway, specifically during daylight hours.
- Utilities: This property is currently served by public water and public sewer. The water line is 8" diameter and located on the north side of Bank Street. The main vacuum sewer line is located on the south side of Bank Street, along the frontage of this property. Electric service is available to the property through Dominion Energy.
- Economic Impacts: Two residential dwelling units would likely have a higher real estate value than one single dwelling. Two residential units would likely house 5 persons total (2.53 per household). Increased density will lead to the requirement of additional Town services and resources.
- Conditions: This is a conditional use permit request. The Planning Commission has the ability to require specific conditions to mitigate any adverse effects that may arise from higher density development than is otherwise permitted in the R1 zoning district.

Staff Conclusions:

The development of a two (2) unit multi-family building may provide an alternative housing option to the customary single-family residences or manufactured homes that make up a majority of the housing stock in the Town of Windsor.

This application is somewhat inconsistent with the adopted Comprehensive Plan. While the Comprehensive Plan does indicate the continued need for housing of all types, the Comprehensive Plan also denotes this property and other properties west of Maple Lane as Low Density Residential. 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 the application advances the best interests of public health, safety, and general welfare.

The development of two units of multi-family housing in this location provides limited economic benefits to the Town of Windsor while increasing the need for Town and County services.

Isle of Wight County Public Utilities operates the sewer system within the Town of Windsor. It is the general policy to provide one connection to the system per each parcel, pending availability and other limitations. Allowing (2) connections for this CUP request may not be feasible as there is limited capacity in the overall system.

Each recommendation forwarded from the Planning Commission sets a precedent with regard to other future applications. While Conditional Use Permits (CUP) are considered on a site-by-site basis, caution should be exercised to ensure good planning practices are followed. Additional applications for these uses by other similarly zoned properties may need to be considered.

Attachments:

- Application for conditional use permit
- Applicant's letter
- Proposed elevations/renderings of building
- Site Maps
- Public Notices

TOWN OF WINDSOR

Conditional Use Permit



Established 1902

Planning and Zoning
Administrator
(757)242-4288

Property Owner(s) Hastings and Sons LLC C/O Cody R Hastings Owners Ph.# 757 754 2452

Owners Mailing Address 225 George Washington Hwy South Chesapeake, VA 23323

Owners E-Mail Hastingsandsonslc@gmail.com

Applicant (if different from Owner) Same as Above Ph#

Applicant's Address

E-Mail

Agent-Correspondence should be sent to

Address/location of Subject Property Bank St

Tax Map Number 53-01-103 Zoning District R-1 Parcel Size +/- .5 acres Street Frontage 103'

Are there proffered conditions on this property (if so please submit a set of the proffers)?
Yes No ✓

Proposed Conditional Use Permit 2 Unit Building

Section of Land Use Ordinance 160-47 (c)(7)

If more space is needed than provided for Questions 1-10, please write a separate narrative answering the questions and annotate the questions with "See Attached".

1. Describe the effect of this request on adjacent properties, the neighborhood and the Town in general. Include information concerning effects on public schools, traffic, existing and future developments, public utilities, etc. See Below Question #3

2. Describe any noise, odor or traffic that the proposed Conditional Use will create or generate and what measures are being taken to mitigate or minimize its adverse effects. This is a low volume street (25 mph) and instead of 2 separate entrances I propose 2 separate driveways but grouping them together so there will only be 1 entrance points to Bank St.

3. Describe any existing Zoning Permits, Conditional Use Permits or Variances previously granted for this property. None known

1. This should not effect adjacent properties other than a few more vehicles on Bank St, This will bring 2 more tax paying households to the Town, I have spoken with Mr Randolph and the Town can handle the water demands, I have spoken with Mr Rowland at the county and the sewer system capacity has taken into consideration a vacuum pot for this lot and 1 pot will support up to 4 homes so the sewer system can handle the use. I do not know the buyers of these homes but I do not see a large enough impact to negatively effect the school system

4. 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? _____ The Comp plan was reviewed and in Windsor as in the rest of the nation there is a housing shortage, an estimated 520 dwelling units will be needed in the Town by 2040. The available infrastructure is in place and can support this development.

(Please submit a siteplan of the proposed conditional use permit including any new proposed and existing 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).** Layout of lot is provided

5. 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 for this Conditional Use Permit (please provide what the proposed structures will look like)? Rendering provide, 2 unit building The building will be a 1 story building so that it fits in the neighborhood

6. Number of Parking Spaces Required and how many are being provided? Each unit will have a 20'x45' driveway this should provide for parking 4 cars per unit

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

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

(If required and VDOT has not approved it, 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.)

9. 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)? Yes
I have spoken with Mr Randolph and the Town can handle the water demands, I have spoken with Mr Rowland at the county and the sewer system capacity has taken into consideration a vacuum pot for this lot and 1 pot will support up to 4 homes so the sewer system can handle the use.

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

NORTH- Zoning A-1 and O-R

Use(s) Single Family Home and Duplex

SOUTH- Zoning A-1

Use(s) Vacant Wooded Lot

EAST- Zoning R-1

Use(s) Single Family Home

WEST- Zoning R-1

Use(s) Vacant Wooded Lot

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 Cody R Hastings
(Print)

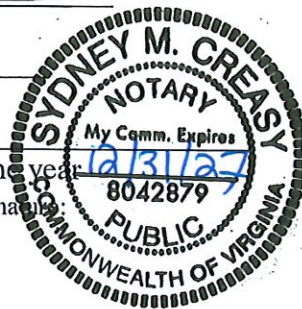
[Signature]
Signature (Applicant)

(owner) / contract purchaser / authorized agent – please circle one) Date 4/30/2024

NOTARY: COUNTY OF Isle of Wight STATE OF Virginia

Subscribed and sworn to me on the 5 day of June, of the year 2024

[Signature]. My Commission expires on 12/31/2027. Notary Public Signature: [Signature] Stamp:



STAFF USE ONLY- DO NOT WRITE IN THIS AREA

Fee Paid _____ Date _____ Accepted by Signature/Title _____

Comments _____

Windsor Planning Commission,

My name is Cody R Hastings and I am a builder, my company name is Hastings Homes. The purpose in this narrative is to describe a project that I am proposing in Windsor, VA on Bank St Tax# 53-01-103 zoned R-1. This is to the right of 10184 Bank St when facing the property. This narrative will accompany a use permit application for a use of multifamily on the property. The purpose in submitting this with the application is to help accommodate any reservations the commission might have. I look forward to your comments and working in the Town again.

Before I get into the new project I want to preface that I have built in the Town before, the project was 102 Maple Ln. This project had challenges beginning with having to remove the old church that was falling down and was an eyesore in the Town as well as the restricted space with the narrow street. We left the area better than we found it, worked well with the neighbors and were able to build a home for a family. On this project I had a plan specially designed to fit the neighborhood. I could have built a two story home that would not have fit the neighborhood, but I went the extra mile to ensure that the home I built was the right home for the street.

You can see the Home here: https://www.zillow.com/homedetails/102-Maple-Ln-Windsor-VA-23487/2056839748_zpid/

The reason for a use permit application for this project is to allow for a two unit multifamily building at the property. The zoning of this property is R-1 and multifamily is allowed in this zoning through a use permit. The property directly across the street is multifamily already.

After reviewing the Comp Plan it is clear that the Town of Windsor, like most of the US, has a housing shortage, especially a shortage of affordable housing. The solution that makes the most sense to help combat that is to increase density, but of course that needs to be done intelligently. This property has a lot of advantages that bode well for multifamily and increased density. The property is located in an urban part of town with a speed limit of 25 mph, the infrastructure is available to support multifamily and it is within the town limits.

Utilities:

Dominion Power: Has aerial power available across the street from this property and connection should not be a problem or impact the neighborhood.

Spectrum: Has aerial high speed internet and communication wires across the street from this property and connection should not be a problem or impact the neighborhood.

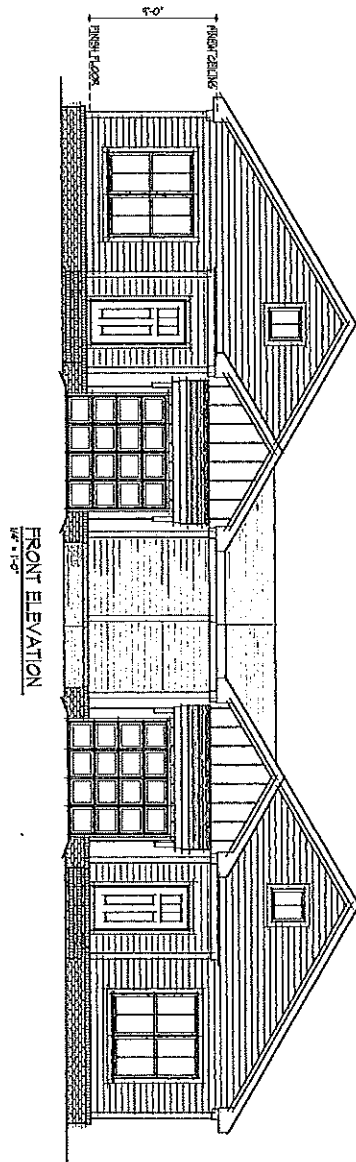
Isle of Wight County: Has a vacuum sewer main on the same side of the street as the property, the main will need to be tied into and a vacuum pot installed. This can be done with little impact on the neighborhood. The main is located on the edge of the street so minimum work will have to be completed in the roadway. I have spoken with Mr. Rowland from the county about capacity because I know that is a major concern in the town. He has explained that the system capacity has taken into account a vacuum pot for this property since it was an existing lot. I made sure to mention my intended use for multifamily to ensure he knew usage of the property; he explained that the capacity of the system is based on the number of vacuum pots on the system and that four homes could be connected to one vacuum pot so the intended use would not be an issue with the capacity of the system.

Town of Windsor: Has a 8" PVC water main across the street from the property, the main will need to be tied into. I have spoken with Mr. Randolph about the water supply, he has assured me that volume will not be an issue with the 8" main. To limit the impact to the roadway I have proposed to bore a 3" sleeve under the roadway and pull a 2" water main through it. This will allow for easy maintenance in the future if needed. The 2" main will then tie into the 2 water meters on the property.

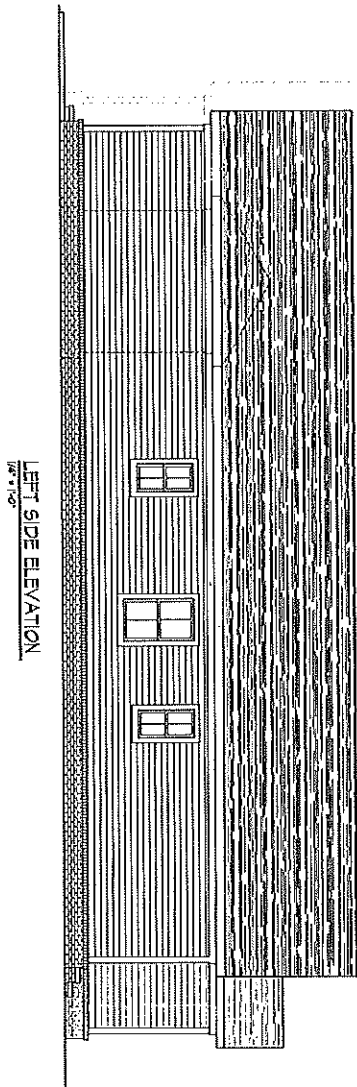
Design elements: To help the project work in the neighborhood. I am proposing only one entrance onto Bank St. Each unit will have its own driveway and will be grouped together to allow for only one entrance onto Bank St. To ensure no vehicle will be parking on Bank Street once completed I am proposing a driveway for each unit that is 20'x45' this will allow for the parking of four cars per unit. I am proposing a front elevation of a one story so that the front elevation will fit in with the surrounding homes.

Affordability: Affordability is also a determining factor in this project, depending on when we can get to market I anticipate a list price of 325k-350k. This should strike at a price point for first time home buyers and the size should work well for Baby Boomers looking to downsize. This will make this project appealing to a large range of buyers looking to move to the Windsor area.

Below is a rendering of the front elevation. My intention is to keep the front elevation as a 1 story building so it will match the surrounding homes, The building will have all bedrooms on the 1st floor to allow for aging in place with wide doors to the bedroom and bathroom. The rendering of the front of the building is below, there is a rendering with a full front porch which is what I would like to do to give a place outside for the homeowners to enjoy the weather and make the home more welcoming.



FRONT ELEVATION
1/8" = 1'-0"



LEFT SIDE ELEVATION
1/8" = 1'-0"

DESIGNED BY
DRAWN BY
CHECKED BY
DATE
SCALE

P2

24-035



MAYFIELD DESIGNS, INC.

401 BRIARFIELD DR. CHESAPEAKE, VA 23322

PHONE: (757) 547-2191

WEBSITE: www.mayfielddesigns.com EMAIL: dm@mayfielddesigns.com



PLANS PREPARED FOR: HASTINGS & SONS L.L.C.

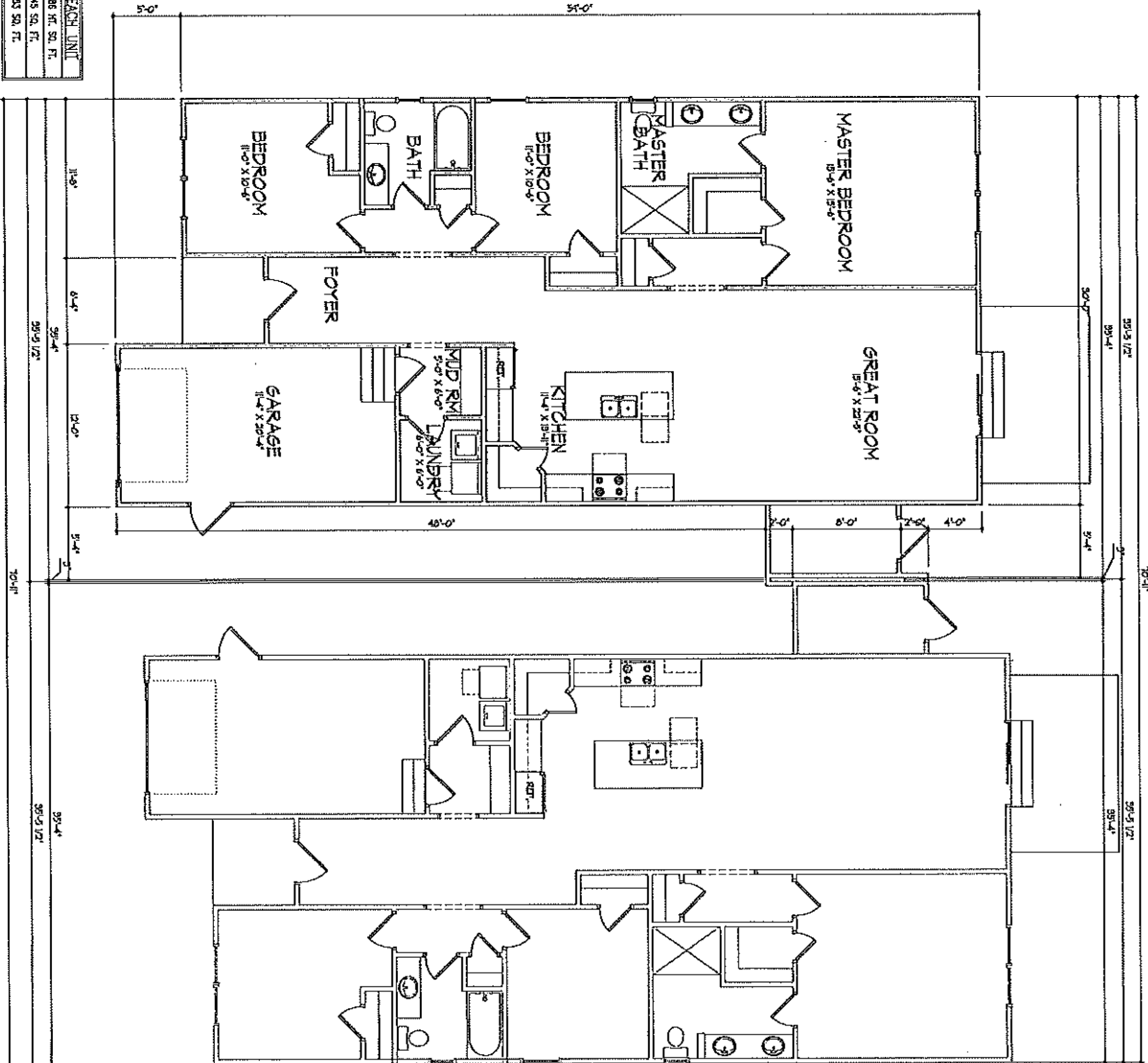
THE BANK STREET DUPLEX

EXTERIOR ELEVATIONS

REVISED	BY	DATE

SQUARE FOOTAGES PER EACH UNIT	
LIVING AREA	1,386 SQ. FT.
COOKING AREA	245 SQ. FT.
STORAGE	53 SQ. FT.

FIRST FLOOR PLAN



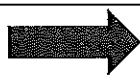
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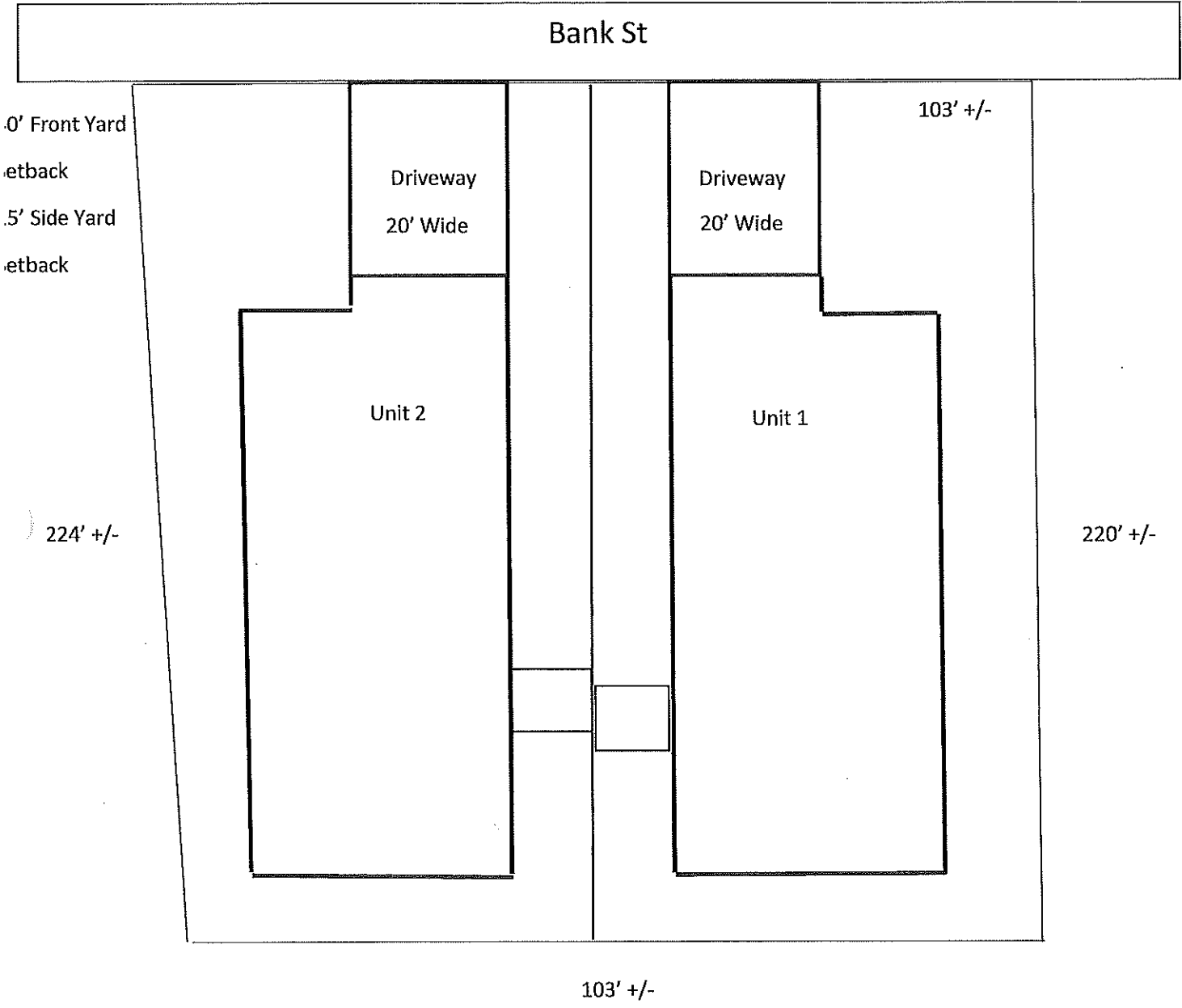
MAYFIELD DESIGNS, INC.
 401 BRIARFIELD DR., CHESAPEAKE, VA 23312
 PHONE: (757) 547-2191
 WEBSITE: www.mayfielddesigns.com EMAIL: info@mayfielddesigns.com



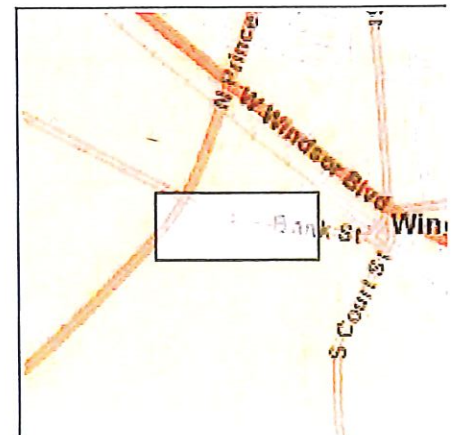
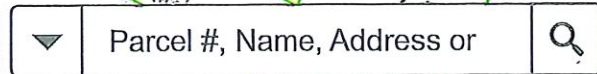
PLANS PREPARED FOR: HASTINGS & SONS L.L.C.
THE BANK STREET DUPLEX
 FLOOR PLAN

REV	DATE

300' + or - To Maple Ln 



Not to Scale
15' side yards, 40'
front yard and 120' ish
rear yard





TOWN OF WINDSOR

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

Department of
Planning & Zoning
757-242-4288



Established 1902

June 17, 2024

Dear Property Owner:

You are receiving this notice because an application has been filed for a conditional use permit for property that is either adjacent or in close vicinity to your property. This application will be the subject of public hearing by the Windsor Planning Commission on:

Wednesday, June 26, 2024 at 7:00 p.m.

Windsor Town Hall

8 E. Windsor Blvd., Windsor, VA 23487

A copy of the public notice is attached for your reference. If you have any questions or would like to provide comments, you are invited to attend the public hearing or contact the Planning & Zoning Department at 757-242-4288.

Sincerely,

A handwritten signature in black ink, appearing to read "James Randolph", is written over a horizontal line.

James Randolph

Planning & Zoning Administrator

Attachment

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, June 26, 2024, in the Windsor Town Hall located at 8 East Windsor Blvd., Windsor, Virginia to consider the following:

Beginning at 7:00 p.m.

CUP 01:2024 An application submitted by Hastings and Sons LLC, owner, requesting a conditional use permit for property identified as Map Parcel 53-01-103. The parcel is .50 acres, zoned R1 Residential and is located on Bank Street (Route 1810) approximately 400 feet east of the intersection of U.S. Route 258. The purpose of the application is for development of a two (2) unit multi-family building.

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 the Department of Planning & Zoning, 8 East Windsor Blvd., Windsor, Virginia and is available for public review.

Town of Windsor
Memorandum

TO: Windsor Planning Commission
FROM: James Randolph, Planning & Zoning Administrator JR
SUBJECT: Training and Educational Opportunities
DATE: June 26, 2024

I would like to bring to your attention two opportunities for training and education that will take place here in the Hampton Roads region.

A) Virginia Chapter of the American Planning Association (VAPA)

VAPA will be holding their annual conference in Williamsburg, July 21-24. The conference theme is "Revolutionary Planning", with reference to the historic triangle of Yorktown, Williamsburg and Jamestown.

"We are living in extraordinary times. How we lived, worked, and communicate has changed dramatically in just a few short years. Additionally, as research broadens and technology advances, planners are faced with an ever-changing landscape in which to discover new ways of meeting community needs. With the growing demand for more affordable housing, the threats of climate change, the emergence of new business concepts like data centers, the associated conflicts of economic growth versus on natural resources, and more reliance on renewable energy, we call on planners to share their revolutionary planning strategies in response to these unprecedented challenges."

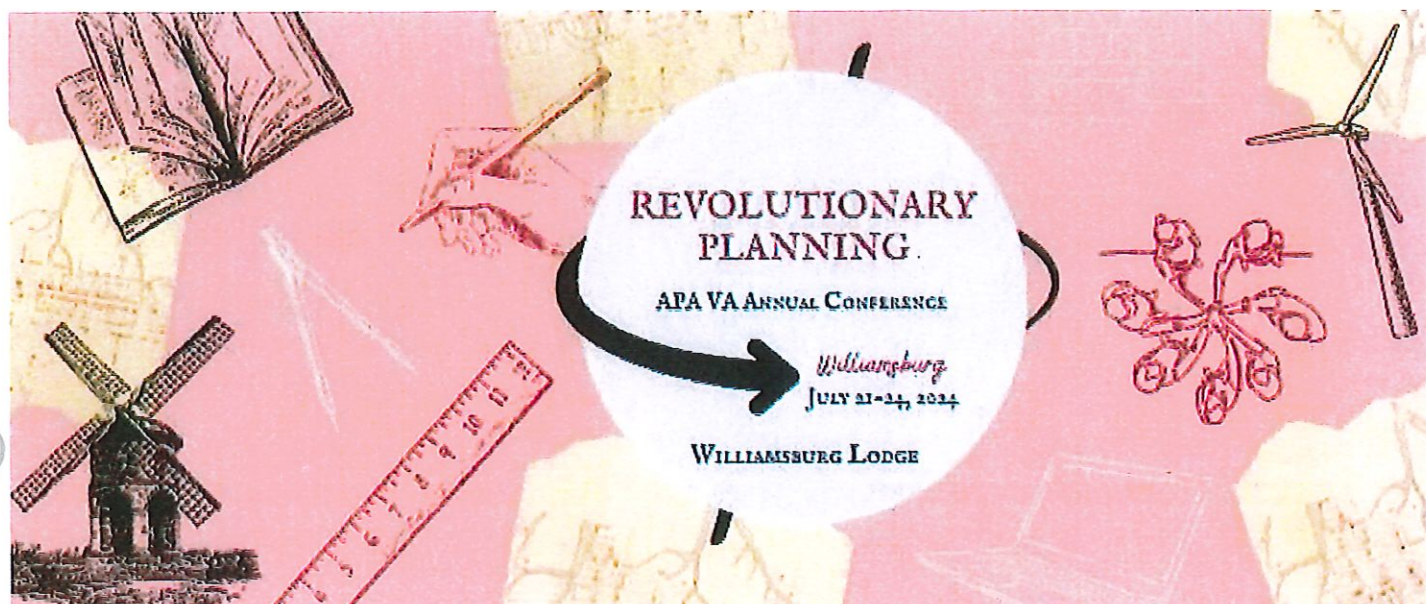
In addition to the topics above, the conference also has a specific work session for Planning Commissioner's. The PC session will be Tuesday, July 23rd from 9:45-12:00. If any members are interested in attending, please let staff know and we can assist with the registration process. More information about the conference is available at apavirginia.com

B) Energy 101 & Hydrogen in Hampton Roads

The Tech Center Research Park will be hosting "Energy 101 & Hydrogen in Hampton Roads" workshop on Thursday, June 27th from 1pm-3pm. This workshop is geared towards educating those working government (economic development, planning commissions, city leadership), corporate and industry professionals about the foundational concepts of energy, energy history, and emerging technologies including hydrogen. Attached is an overview flyer about the workshop. Advance registration is required. If you are interested, you can scan the QR code for registration information.

2024 ANNUAL CONFERENCE

Williamsburg, VA
July 21-24 | Williamsburg Lodge



Mark your calendars for our 2024 conference! We invite you to join us in Williamsburg and bring your families.

Registration is NOW OPEN!

BOOK YOUR ROOM BY JUNE 24!

Conference Attendees booking at Williamsburg Lodge will enjoy:

- \$137 a night per diem room rate (limited availability)
- \$199 a night regular room rate
- Complimentary self parking (savings of \$20 a day)
- Access to the conference hotel rate 3 days before and after the conference dates
- Complimentary access to the fitness center and pools at the Spa at Colonial Williamsburg
- Complimentary access to the Historic Area Shuttle
- Discount admission tickets to the Historic area for the duration of the Conference

TECH CENTER RESEARCH PARK

RESERVE YOUR SEAT TODAY!

ENERGY 101 & HYDROGEN IN HAMPTON ROADS

Workshop providing an
understanding of past,
present and emerging
energy sources

June 27
1pm - 3pm

TECH
CENTER

Tech Center Research Park
Virginia Tech Newport News Center
700 Tech Center Parkway
Suite 305
Newport News, VA



Register Here



VIRGINIA TECH
Corporate Research Center



VIRGINIA TECH



VIRGINIA INITIATIVE FOR
Growth &
Opportunity
IN THE REGION