

**MINUTES  
WINDSOR HEIGHTS  
PLANNING AND ZONING MEETING  
City Hall, 1133 66<sup>th</sup> Street**

**May 1, 2013**

1. Call to Order.

Egger called the meeting to order at 4:34 p.m. Foss, Fife, Moran, Crain were in attendance. Absent were Turner and Calhoun. City Administrator, Jeff Fiegenschuh, City Inspector, Sheena Danzer, Fire Chief, Christopher Cross and Police Chief, Dennis McDaniel was also present. RACOM representative Steve Holmes and Curtis Pion with Polk County were also present.

2. Approval of the Agenda.

Moran moved approval of the agenda as amended, Fife seconded. Voice vote passed unanimously.

3. Approval of the minutes from April 17, 2013.

Correction of item #5 was changed as Moran was not present at the last meeting; edited the minutes to state Foss had asked about the payday lending/pawn shop status instead of Moran. Item #4 was also noted with a minor grammatical error.

Foss made a motion to approve the minutes as amended, Moran seconded. Voice vote passed unanimously.

4. Recommendation for Conditional Use Permit request #CUP02-13 for a communications tower for use of public safety located at 1133 66<sup>th</sup> St., Windsor Heights, Iowa.

Police Chief Dennis McDaniel and Fire Chief Chris Cross presented their request for a conditional use permit to place a single 120' monopole with bi-directional antennas behind City Hall. When the transmission site was moved from MidAmerican Energy to the Johnston Water Tower, it created an unexpected decrease, to an unacceptable level, in the radio coverage provided by Windsor Heights. The tower that is being proposed is expected to provide comparable coverage to what was seen previously in northern parts of Windsor Heights, while providing greater in-building coverage in the southern areas which contains most of the City's commercial/industrial buildings. Moran made a motion to recommend approval of conditional use permit #CUP02-13 to the Board of Adjustment, Foss seconded. Voice vote passed unanimously.

5. Public hearing for consideration of a city-wide sustainable stormwater management and erosion/sediment control ordinance.

Jay Michels from EOR presented an update with a list of revisions and additions for the ordinance discussed at the last meeting. Jay mentioned that other small communities in Iowa have implemented plans like this. Discussion was made among Planning and Zoning members regarding outcomes of the passing of the ordinance amendments. Foss made a motion to recommend approval of the ordinance amendments to the City Council, Moran seconded. A roll call vote was called: Yes- Foss, Egger, Moran; No-Fife, Crain, Absent- Calhoun, Turner. Fiegenschuh had consulted with the City Attorney because 2 members were absent; the recommendation will still go to City Council but it will not be considered a formal recommendation as it needed a vote of 4 of the 7 Commission members.

6. Other.

None.

7. Adjourn to next scheduled meeting for May 22, 2013.

Foss moved to adjourn at 5:55 p.m. Moran seconded. Voice vote passed unanimously.