



April 16, 2014

TO: City Council Members

FROM: Sheena Danzer, City Inspector/Zoning Administrator

March 2014 Building and Planning Report

March Building Permits

<u>ADDRESS</u>	<u>OWNER</u>	<u>DESCRIPTION</u>
6415 Forest	Stephen Peterson	Fence
1129 64 th	James McConeghey	Replace furnace/ac
6417 Allison	Jeff Aronsori	Water heater
7101 University	Hy-Vee	Temporary garden center
1240 66 th	WH Lutheran Church	Sign
6563 University	Viola Dubay	Sign
7390 Hickman	Colby	Sign
1240 66 th	WH Lutheran Church	Temporary certificate of occupancy for 1 st and 3 rd floor classroom and office

March Code Enforcement

On the next page you will find the March code enforcement cases. The snow is over and so the grass begins! A reminder regarding grass height requirements will be posted to remind property owners. Grass cannot exceed 6" in height. It is also important not to mow grass clippings into the street as they end up in our streams. Please remind people of that.

**March 2014
Open Cases**

Date Rec'd	Address/ Location	Type	Date & Action Taken	Follow Date	Date Abated	Results/Comments	Rental
*electronic or phoned in complaint received							
3/3/2014	1111/1109 69th	sidewalk not clear of snow and ice	3-4-14 sent abatement letter	24 hours within receipt		certified mail	Y
3/3/2014	6814 University	sidewalk not clear of snow and ice	3-4-14 sent letter	24 hours within receipt			Y
3/3/2014	2002 63rd	sidewalk not clear of snow and ice	3-4-14 sent letter	24 hours within receipt			N
*3/4/2014	7219 Reite	sidewalk not clear of snow and ice	3/4/2014 sent letter	24 hours within receipt			N
3/7/2014	1005 66th	trash accumulation	3-7-14 sent letter	14 days within receipt	3/12/2014		Y
3/7/2014	1039 65th	2 vehicles on lawn	3-7-14 sent letter	24 hours within receipt	3/12/2014		N
3/7/2014	1104 67th	unlicensed vehicle	3-7-14 sent letter	3 days within receipt	3/12/2014		Y
3/7/2014	6417 Lincoln	trailer parked on lawn	3-7-14 sent letter	24 hours within receipt	see below		Y
3/7/2014	6452 Colby	truck parked on lawn	3-7-14 sent letter	24 hours within receipt	3/12/2014		N
3/7/2014	6500 Hickman (Hickman Motor Lodge)	inoperable vehicle, garbage, furniture	3-7-14 sent letter	14 days within receipt	3/21/2014		Y
*3-12-14	6710 Forest	scrap vehicle part	3-12-14 sent letter	5 days within receipt	3/21/2014		?
3/18/2014	6804 Del Matro	accumulation of construction debris	3-18-14 sent letter	10 days within receipt	3/24/2014		N
3/24/2014	1005 68th	compost bags left out	3/25/2014	3/28/2014	3/28/2014		N
3/25/2014	6417 Lincoln	trailer parked on lawn	3-25-14 sent abatement letter	24 hours within receipt	4/15/2014		N

Planning and Zoning Commission update

The Planning and Zoning did not meet in March; however, the sign committee did meet to start talking about updates to the sign ordinance. At this point there is not much else the Planning and Zoning Commission will need to meet on until they get some recommended amendments to the ordinance. Once the sign ordinance is amended, the Commission will start discussion of design guidelines for University. A separate committee has been formed to work on those recommendations. The sign recommendations will be brought to Council for discussion and adoption at a later date.

2014 Sustainability Series

So far our Sustainability Series presentations have been successful. There are still 2 more presentations, with the next one on Tuesday, April 22nd at 6pm in the Community and Events Center.

Tuesday, April 22nd - Debris Management in Windsor Heights, Jason VanAusdall
Tuesday, May 27th - Rain Barrel Demonstration, Darren Fife

Bike and Trail Tourism Conference at Hotel Pattee in Perry

I attended a Bike and Trail Tourism Conference on April 10th at Hotel Pattee in Perry. It was a well-attended event with many ideas for marketing trails in communities. Some ideas I took away include:

Community Development-

- Have a dismount zone: stop, relax, learn about community, restrooms, drinking fountain, provide shade
- Provide a windsock at the dismount zone to allow bikers to determine wind direction
- Provide kiosks to showcase history (could showcase how Windsor Heights formed its own zip code), famous people, significant events, retail offerings
- Have a community trail day focused on walking/running- corporate retreats
 - Examples include: Madrid Art on the Trail Festival, Cumming Climate Diversity Day
- Have bike celebrations on really cold or hot days
- Have a Community Bicycle Campaign-conduct trail surveys (maybe by high school students)
- Have signs to promote businesses (blue signs on interstate)
- Provide trail info on website
- Have weekly events such as steak night (Adel), Taco night (Cumming)
- Provide mugs (discount) to keep people coming back
- Provide a restaurant guide with location, hours

Commerce Development-

- Create a trail passport book with 15-20 business- 10-12 stamps can send in and be eligible for prizes and discounts. Virtual coupon book -Amazing Race- get clues from retailers
- Slogan- "if you lived here, you could use the trail everyday!"
- Advertise annual community events

Unified Trail System Development

- Form sub groups in community to market trail
 - Concrete road crossings attract bikers
 - Invite bikers to chili cook-off- post on BikeIowa.com
 - Have supper club rides at the Community Center
 - Provide sensors to alert drivers of trail traffic
 - Provide trail map dispensers
 - Tap into Bike Iowa calendar events
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- Example out of Jefferson, IA- converted houses to overnight stays for bikers and pay a hotel/motel tax to the City- trailsidedbeds.com
 - Can post on Travel Iowa website a listing of businesses in Windsor Heights