COLBY INTERESTS
6581 UNIVERSITY AVE
WINDSOR HEIGHTS IA 50324
Phone: 515-274-3411
Fax: 515-274-3213
colbyinterests@colbyinterests.com
www.colbyinterests.com

June 8, 2015

City Council
City of Windsor Heights
1145 66th Street, Suite 1
Windsor Heights Iowa 50324

RE: City Council Work Session – June 15, 2015
Site Plan Review Application
Midtown Center at 73rd and University Avenue

Dear Members of the City Council,

The purpose of this letter is to provide follow up information requested at the May 16, 2015 work session. Specifically, the request to evaluate moving the buildings one row of parking north toward University Avenue. Attached to this letter are Site Plan #40, Site Plan #41, and a MidTown Center parking analysis chart. We are comfortable with both site plans and we believe they will meet the needs of retail and restaurant tenants. However, each site plan has distinct advantages and disadvantages for consideration.

Parking Analysis

MidTown Center has been designed to not only comply with all zoning ordinance requirements, but to meet the needs of future tenants – retail and restaurant. The City ordinance requires 1 space per 200 square feet of retail space or 282 spaces. The City ordinance also requires increased parking for restaurant uses – 1 per 3 person capacity in dining area plus 1 space per 150 square feet in cocktail lounge area. Industry standard for restaurants require a minimum of 10 spaces per 1,000 square feet. The enclosed parking analysis outlines the minimum parking needed to serve both retail and restaurant tenants. A minimum of 325 spaces will be needed to serve MidTown Center.

Site Plan Comparisons

Site Plans #40 and #41 have sufficient parking to meet the City requirements for retail use and allow for 8,400 square feet of restaurant use – 325 parking spaces. However, the layout of each site plan provides for different parking layout, rear of the building activity and landscaping opportunities.

Site Plan #40

- Moves the buildings one row of parking closer to University.
- Moving the building one row of parking closer to University Avenue requires the removal of all spaces along/adjacent to University Ave and the additional landscaping islands.
- The site plan meets the ordinance landscaping requirements however, to maintain the needed 325 parking spaces; no additional landscaped islands are included. Additional green space is gained on the south side of the western anchor tenant building.
- All drive thru, employee parking and delivery traffic will access the rear of the buildings.

Site Plan #41

- Maintains the building location with existing east building.
- The Site Plan provides 325 parking spaces to serve retail and restaurant tenants.
- The site plan meets the ordinance landscaping requirements and allows for added landscaped islands within view of University Avenue.
- All drive thru and delivery traffic will access the rear of the buildings.

I look forward to presenting both Site Plans at the June 15 work session and discussing the benefits of each plan.

If you have any questions prior to the June 15th meeting, please call me at 515-274-3411.

Sincerely,

Theresa Greenfield, President

Colby Interests

Parking Analysis for Retail and Restaurant Tenants at MidTown Center

6/8/2015

Required Parking Analysis

SF		Total Required	Total Planned	Over/ Under 325
56,725	1/200 sf	284		
Site Plan				
1/21/2015	2/18/2015	284	341	16
4/8/2015	PC	284	303	(22)
6/8/2015	#40	284	325	0
6/8/2015	#41	284	325	0

Parking Calculation to serve four (4) restaurant users totaling 8,400 sf

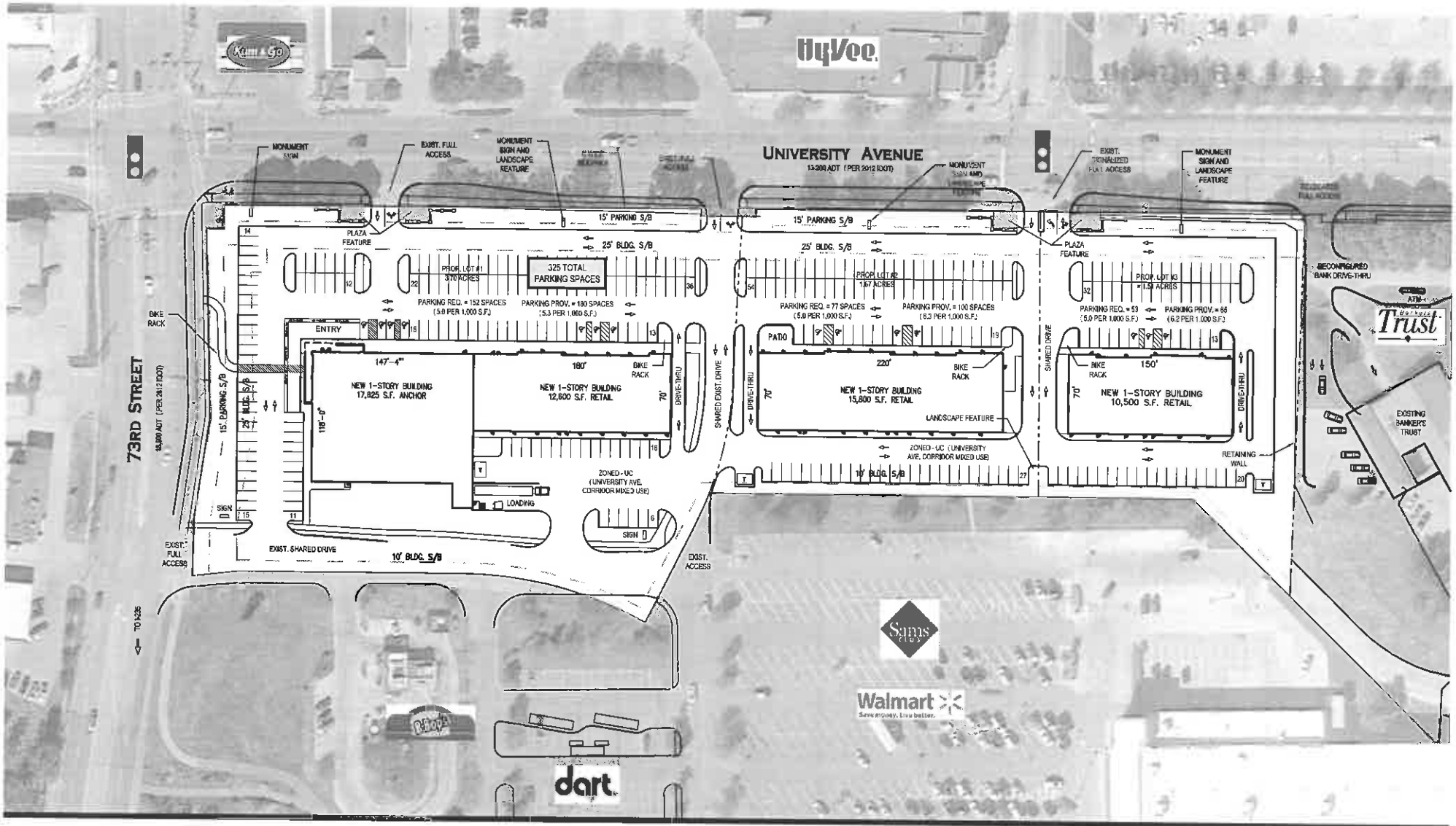
Zoning Required Parkings for General Retail Services 1 per 200 sf.

		SF	Parking
Retail	1/200	1,800	9
Retail	1/200	1,800	9
Retail	1/200	2,400	12
Retail	1/200	2,400	12
	Total	8,400	42

Parking Needed for Retail and Restaurant Tenants 10 per 1000 sf

		SF	Parking
Sandwich Shop	10/1000	1,800	18
National Coffee	10/1000	1,800	18
Good Food Fast	10/1000	2,400	24
Good Food Fast	10/1000	2,400	24
	Total	8,400	84

Parking Needed for (4) Restaurant Tenants - 8,400 sf	84
Required Parking for General Retail Services - 8,400 sf	42
Additional Parking Needed for Restaurant Uses	42
Parking Required for Retail Uses	284
Total	326



This drawing has been prepared by the Architect, or under the Architect's direct supervision. This drawing is intended to be conceptual in nature only. Property boundaries, setbacks, easements, topography, utilities, structures and other physical features shown herein are based on the information available to the architect at the time of design. This document reflects a site plan concept only and does not necessarily reflect all governing authority requirements, including green space calculations, bulk regulations, landscaping, storm water management, city input, site signage, grading, and other factors that may impact final site design. This drawing shall not be used for construction or legally binding documentation. (C) Copyright 2016 by Simonson & Associates Architects, L.L.C.

COLBY INTERESTS

CONCEPT #40

MIDTOWN CENTER

73RD STREET & UNIVERSITY AVENUE
WINDSOR HEIGHTS, IOWA

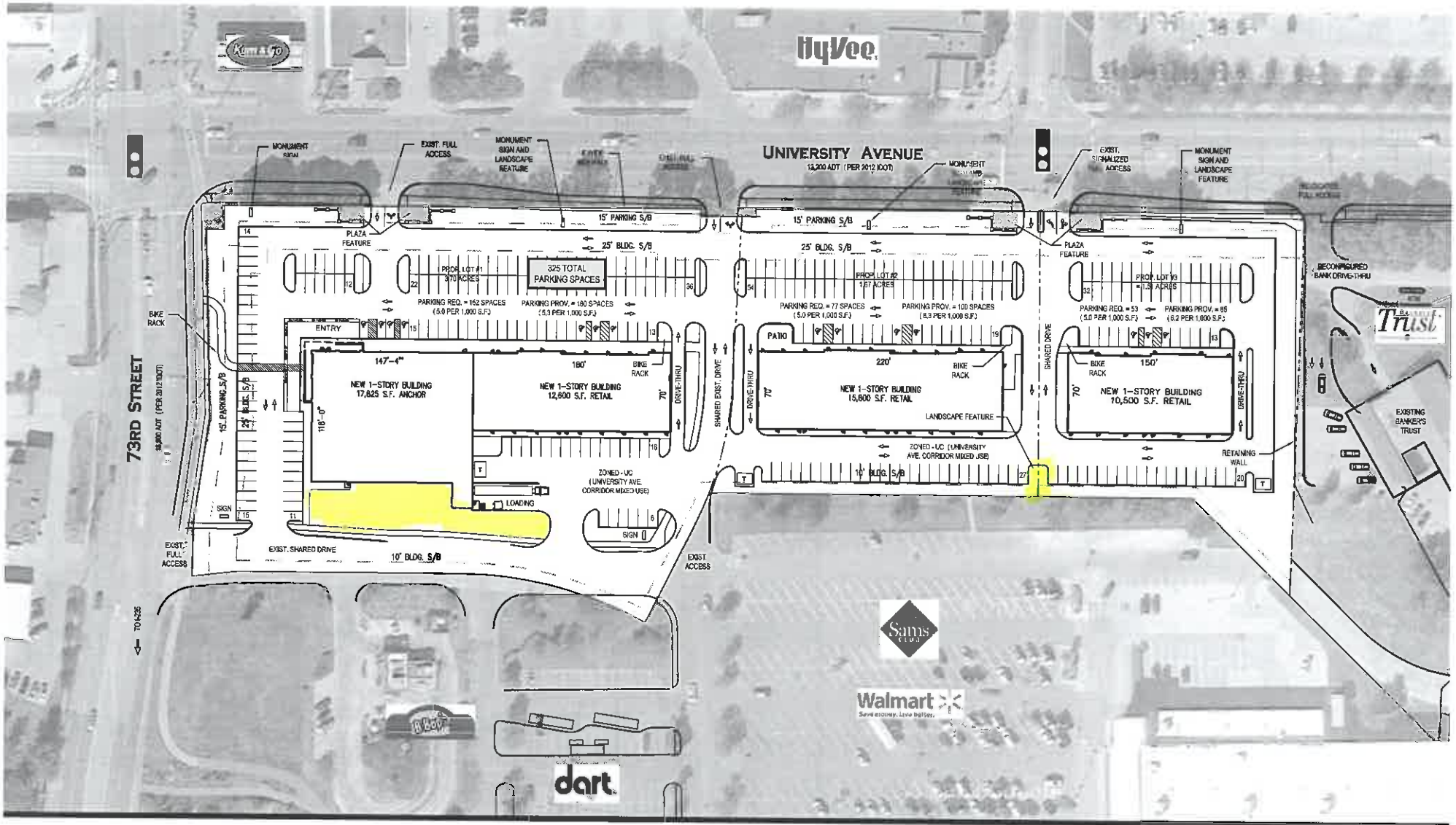
JUNE 08, 2015

NORTH

1" = 60'-0" @ 11"x17" Sheet
SAA# 12043
DRAWN BY: AVC

0' 40' 80'

simonson
simonson & associates architects LLC
1717 ingersoll avenue suite 117 des moines ia 50309
phn 515 440 5626 www.simonsonassoc.com



COLBY INTERESTS

This drawing has been prepared by the Architect, or under the Architect's direct supervision. This drawing is intended to be conceptual in nature only. Property boundaries, setbacks, easements, topography, utilities, structures and other physical features shown herein are based on the information available to the architect at the time of design. This document reflects a site plan concept only, and does not necessarily reflect all governing authority requirements, including green space calculations, bulk regulations, landscaping, storm water management, city input, site signage, grading, and other factors that may impact final site design. This drawing shall not be used for construction or legally binding documentation. (C) Copyright 2015 by Simonson & Associates Architects, L.L.C.

CONCEPT #40

MIDTOWN CENTER

73RD STREET & UNIVERSITY AVENUE
WINDSOR HEIGHTS, IOWA

JUNE 08, 2015

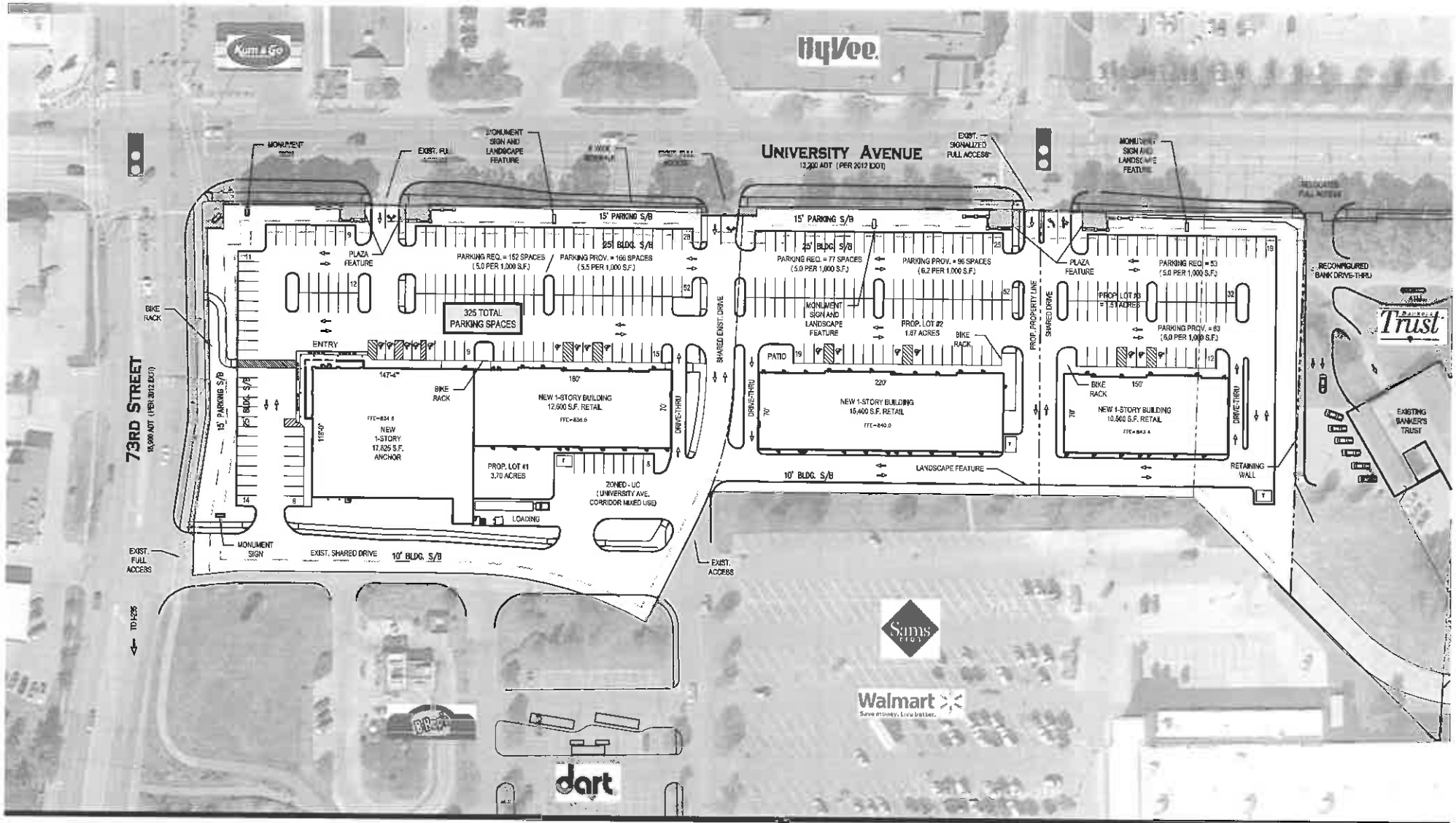
NORTH

1" = 80'-0" @ 11"x17" Sheet
SAA# 12043
DRAWN BY: AVG

0' 40' 80'

simonson

simonson & associates architects LLC
1717 ingersoll avenue suite 117 des moines ia 50309
888 515 440 5626 www.simonsonassoc.com



COLBY INTERESTS

This drawing has been prepared by the Architect, or under the Architect's direct supervision. This drawing is intended to be conceptual in nature only. Property boundaries, setbacks, easements, topography, utilities, structures and other physical features shown herein are based on the information available to the architect at the time of design. This document reflects a site plan concept only, and does not necessarily reflect all governing authority requirements, including green space calculations, bulk regulations, landscaping, storm water management, city input, site signage, grading, and other factors that may impact final site design. This drawing shall not be used for construction or legally binding documentation. (C) Copyright 2015 by Simonson & Associates Architects, L.L.C.

CONCEPT #41

MIDTOWN CENTER

73RD STREET & UNIVERSITY AVENUE
WINDSOR HEIGHTS, IOWA

JUNE 08, 2015

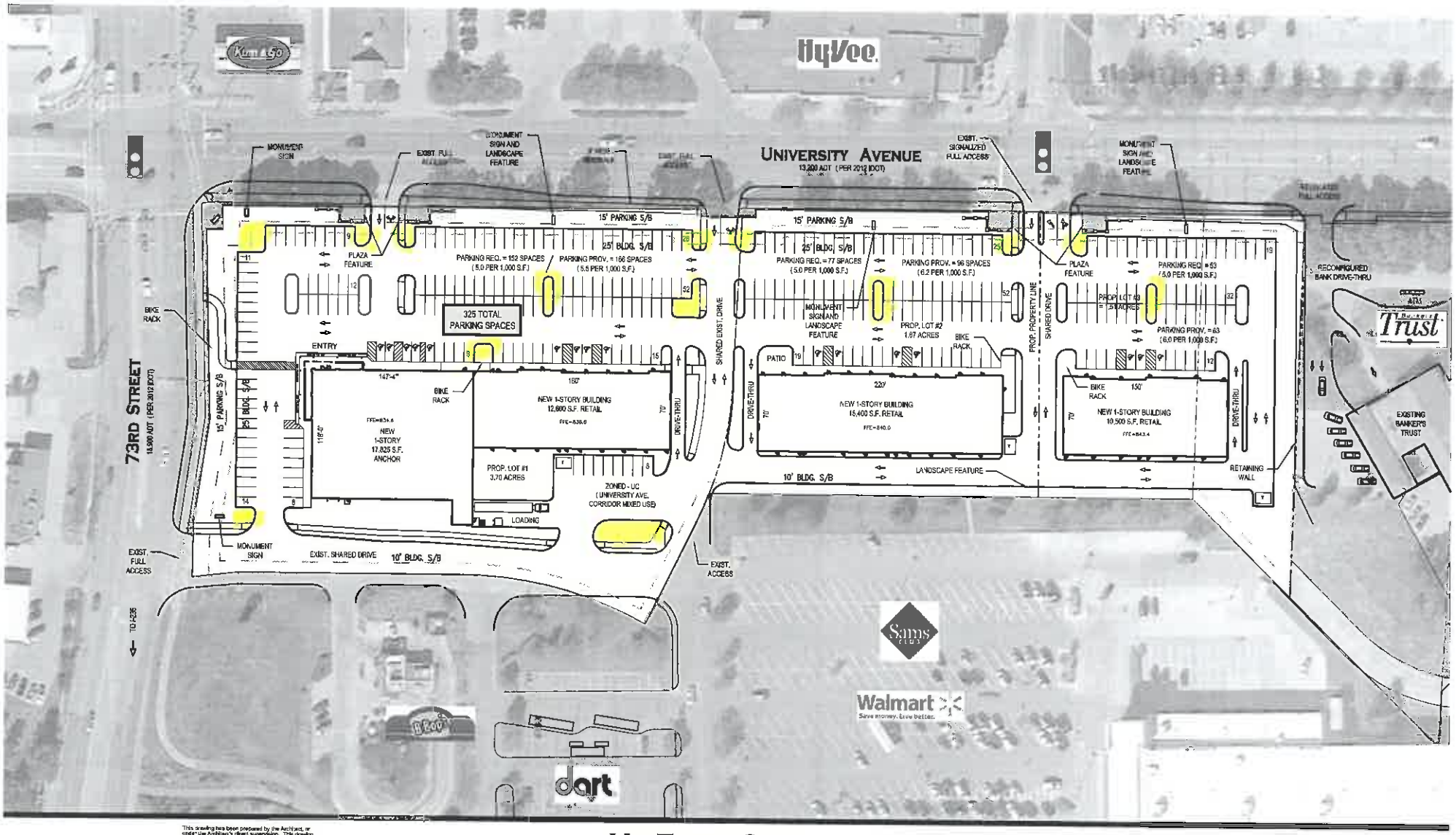
NORTH

1" = 80'-0" @ 11"x17" Sheet
SAA# 12043
DRAWN BY: AVC

0' 40' 80'

simonson

simonson & associates architects LLC
1717 ingersoll avenue suite 117 des moines ia 50309
888 515 440 5026 www.simonsonassoc.com



This drawing has been prepared by the Architect, or under the Architect's direct supervision. This drawing is intended to be conceptual in nature only. Property boundaries, setbacks, easements, topography, utilities, structures and other physical features shown herein are based on the information available to the architect at the time of design. This document reflects a site plan concept only, and does not necessarily reflect all governing authority requirements, including green space calculations, bulk regulations, landscaping, storm water management, city input, site signage, grading, and other factors that may impact final site design. This drawing shall not be used for construction or legally binding documentation. (C) Copyright 2016 by Simonson & Associates Architects, L.L.C.

COLBY INTERESTS

CONCEPT #41

MIDTOWN CENTER

73RD STREET & UNIVERSITY AVENUE
WINDSOR HEIGHTS, IOWA

JUNE 08, 2015

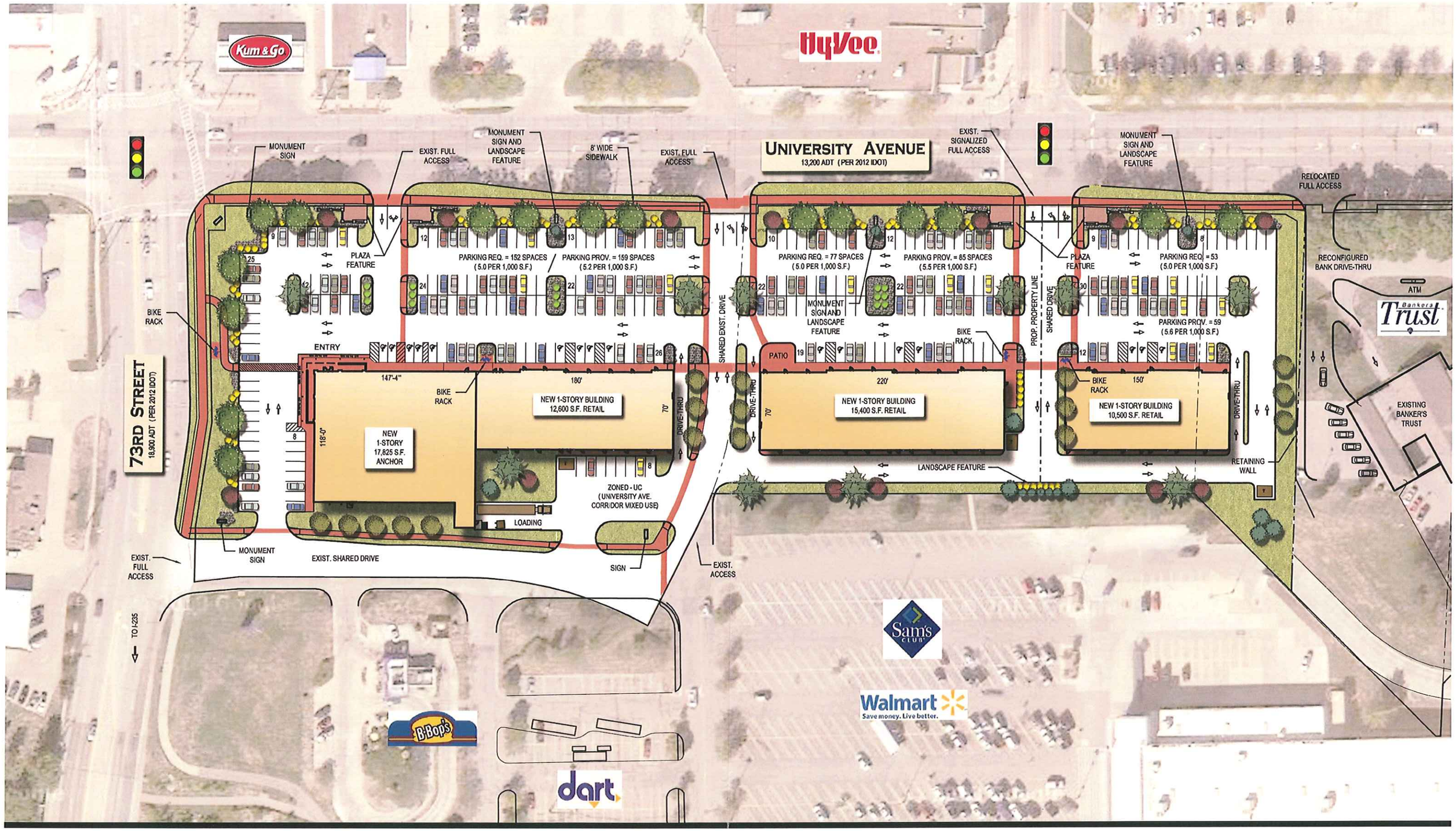
NORTH

1" = 80'-0" @ 11"x17" Sheet
SAA# 12043
DRAWN BY: AVC

0' 40' 80'

simonson

simonson & associates architects LLC
1717 ingersoll avenue suite 117 des moines ia 50309
800 515 440 5626 www.simonsonsaac.com



COLBY INTERESTS

This drawing has been prepared by the Architect, or under the Architect's direct supervision. This drawing is provided as an instrument of service by the Designer/Architect and is intended for use on this project only. Any reproduction, use, or disclosure of information contained herein without the prior written consent of the Architect is strictly prohibited. (C) Copyright 2014 by Simonson & Associates Architects, L.L.C.

MIDTOWN CENTER

73RD STREET & UNIVERSITY AVENUE
WINDSOR HEIGHTS, IOWA

APRIL 08, 2015

NORTH

1" = 80'-0" @ 11"x17" Sheet
SAA# 12043
DRAWN BY: AVG

0' 40' 80'

simonson
simonson & associates architects LLC
1717 ingersoll avenue suite 117 des moines ia 50309
phn 515 440 5626 www.simonsonassoc.com

MINUTES OF THE
WINDSOR HEIGHTS
PLANNING AND ZONING COMMISSION
Council Chamber- 1133 66th St.

April 16, 2015

1. **Call to Order.**

Egger called the meeting to order at 4:30 p.m. Foss, Tillotson, Calhoun, Fife (phoned-in), Jones, Turner were in attendance. Planning Director, Sheena Danzer and City Administrator, Brett Klein, were also in attendance.

2. **Approval of the Agenda.**

Calhoun made the motion to approve the agenda as presented; Foss 2nd seconded. Voice vote passed unanimously.

3. **Approval of the minutes from the March 25, 2015 meeting.**

Foss had a correction on a motion made on item #4- Calhoun seconded the motion; Foss did not.

Tillotson made a motion to approve the minutes as amended; Calhoun seconded.

4. **Action on Midtown Center Master Site Plan.**

A motion was made by Tillotson and seconded by Jones to recommend approval of the site plan with the following conditions:

1. A minimum assessment of 10 million

2. Construction is completed within 3 years

3. The north face of all new buildings must align with the north face of the existing far west building.

A roll call vote was made

Foss- yes
Tillotson- yes
Jones- no
Turner- yes
Fife- yes
Egger- yes
Calhoun- yes

6. **Adjourn.**

Calhoun moved to adjourn at 4:39 p.m.; Jones seconded. Voice vote passed unanimously.