

**MINUTES OF THE  
WINDSOR HEIGHTS  
PLANNING AND ZONING COMMISSION  
Council Chambers- 1133 66<sup>th</sup> St.**

**June 24, 2015**

**1. Call to Order.**

Egger called the meeting to order at 5:00 p.m. Foss, Tillotson, Jones, Turner and Calhoun in attendance. Planning Director, Sheena Nuetzman was also in attendance.

**2. Approval of the Agenda.**

Tillotson made the motion to approve the agenda as presented; Jones seconded. Voice vote passed unanimously.

**3. Approval of the minutes from the April 30, 2015 meeting.**

Foss made a motion to approve the minutes as presented; Jones seconded. Calhoun abstained as he was absent the last meeting. Voice vote passed unanimously.

**4. Discussion/Possible Recommendation on the Complete Streets Policy**

Discussion was made on the Complete Streets Policy with a favorable recommendation to move forward with adoption. Discussion- amend the policy to fit Windsor Heights' needs and then implement the policy once it's adopted.

**5. Public Hearing on Draft Development and Design Guidelines**

Egger opened the public hearing for discussion on the Draft Guidelines. Discussion on whether the document should be standards vs. guidelines was made. Staff will change the document to be known as "Standards." Comments from the public – Jonathan Koester, 6500 University Avenue made comment on landscaping standards; specifically to the landscaped island requirement for every 12 stalls; he stated this probably is not feasible and sometimes impossible for some lots in Windsor Heights. Discussion was also made on exterior and interior public spaces being a possible "taking" of property- staff has removed this standard to avoid confusion.

Egger closed the public hearing at 5:45pm

A motion was made by Tillotson to recommend approval of the Draft Development and Design Standards; Foss seconded. Roll call vote was made; Foss- aye. Jones- aye, Tillotson- aye, Calhoun- aye, Egger- aye, Turner- no; motion passes.

6. **Recommendation of two applicants for the vacant Planning and Zoning Commission seat.**

Foss made a motion to recommend Kathryn Dickel and Georgie Libbie for consideration of the vacant Planning and Zoning Commission seat; Jones seconded. Roll call vote was made; Foss- aye, Jones-aye, Tillotson- no; Calhoun- aye, Egger- aye, Turner- aye; motion passes.

7. **Adjourn.**

Tillotson moved to adjourn at 5:50 p.m.; Jones seconded. Voice vote passed unanimously.