

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

August 26, 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. Absent was Commission member Libbie.

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 July 22, 2015 meeting.

Tillotson made a motion to approve the minutes with the amendment to remove Calhoun as he was not present for the last meeting; Jones seconded. Voice vote passed unanimously.

4. Consideration of comments from Developer Meeting on Design Standards.

This item was for discussion only. Members of the Commission went through the Design Standards to vote on items they would like to see changed. Tillotson made a motion to include John Temple's (3E) comments in the Design Guidelines; Jones seconded. Voice vote passed unanimously. Foss made a motion to remove the Development Committee from the capacity of reviewing site plan applications; Jones seconded. Roll call vote; motion passed, Tillotson with the only no vote.

Other comments from the Commission included defining open space, use the word "shall" in place of all "must" or "should." Staff will have a red-lined version of the Design Guidelines at the next Planning and Zoning Commission meeting.

5. FEMA mapping update.

Staff gave an update on the FEMA Flood Risk maps that are currently being updated from the 2008 maps. Preliminary maps can be viewed at City Hall. FEMA is hoping to roll out new maps shortly after December 2015.

7. Adjourn.

Tillotson moved to adjourn at 5:45 p.m.; Turner seconded. Voice vote passed unanimously.