



**AGENDA**  
**REGULAR MEETING OF THE**  
**WINDSOR HEIGHTS**  
**PLANNING AND ZONING COMMISSION**  
**Wednesday, May 25, 2022 - 5:30 PM**  
**VIA ZOOM**

<https://us02web.zoom.us/j/7832856334?pwd=elpOblZabDR2TzVhNk1nM1VVNTA3UT09>

**Meeting ID: 783 285 6334**

**Passcode: 656789**

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of the February 23, 2022 Minutes**
  - A. February 23, 2022 Planning and Zoning Commission Minutes
4. **Work Session and Introduction to the Update of Municipal Code Chapters 165-177**
5. **Adjourn**

\*It is possible that members, including a quorum of members of the City Council and other committees may be present. No City business will be discussed outside of this agenda.



**STAFF REPORT**  
**Planning and Zoning Commission**  
May 25, 2022

TO: PLANNING AND ZONING COMMISSION

FROM: Dennis Durham, City Administrator

SUBJECT: February 23, 2022 Planning and Zoning Commission Minutes

**GENERAL INFORMATION**

**SUMMARY**

**ATTACHMENTS**

1. 2.23.22 Planning and Zoning Commission Minutes



**MINUTES**  
**REGULAR MEETING OF THE**  
**WINDSOR HEIGHTS**  
**PLANNING AND ZONING COMMISSION**  
**Wednesday, February 23, 2022 - 5:30 PM**  
**VIA ZOOM**

- 1. Chairperson Geoff Wood called the meeting to order at 5:31 PM**
  - a. Roll Call:
    - i. Present:
      1. Wood
      2. Foss
      3. Ferree
      4. Libbie
      5. McConville
      6. Mueller
      7. Holtorf (*joined the meeting at 5:36 PM*)
- 2. Approval of Agenda**
  - a. Motion by McConville to approve the agenda, seconded by Libbie. Motion Carried Unanimously 6-0.
- 3. Approval of minutes from the November 17, 2021 meeting of the Planning and Zoning Commission**
  - a. Motion by Ferree to approve the meeting minutes from November 17, 2021. Seconded by McConville. Motion carried unanimously 6-0.
- 4. Public Hearings and Consideration of Site Plans**
  - a. Motion by Foss to open the public hearing on the site plan for the Clive Learning Academy, seconded by McConville. Motion carried unanimously 7-0 (*Holtorf joined the meeting shortly before this item*).
    - i. Presentation by Shive Hattery on the proposed improvements for the Clive Learning Academy.
    - ii. Commission members had questions about stormwater management, landscaping, traffic on 73<sup>rd</sup> Street and adjacent side streets, bike racks, parking capacity, queue lengths, and construction materials.
  - b. Motion by McConville to close the public hearing, seconded by Foss. Motion carried unanimously 7-0.
  - c. Motion by McConville approve the Clive Learning Academy site plan with the conditions requested by staff. Seconded by Foss. Motion carried unanimously 7-0.
  - d. Motion by Mueller to open the public hearing on the site plan for the Aldi. Seconded by Libbie. Motion carried unanimously 7-0.
    - i. Presentation by ISG on the proposed site plan for the Aldi project.
    - ii. Commission members had questions about building setbacks, bike racks, sidewalks and trail connectivity, the trash enclosure, stormwater management, traffic impacts, façade improvements and architectural details, conformance with code and comprehensive plan, and store expansions planned in the future.

- e. Motion by Ferree to close the public hearing for the Aldi site plan. Seconded by Holtorf. Motion carried unanimously 7-0.
  - f. Motion by McConville to approve the Aldi site plan with the conditions requested by staff. Seconded by Mueller. Motion carried 6-1 with McConville being the 'nay' vote.
5. Motion by Foss to adjourn the meeting. Seconded by Mueller. Motion carried unanimously 7-0.