



**AGENDA**  
**REGULAR MEETING OF THE**  
**WINDSOR HEIGHTS**  
**PLANNING AND ZONING COMMISSION**  
**Wednesday, August 24, 2022 - 5:30 PM**  
**WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST**

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of the Minutes:**
  - A. Consideration of Planning and Zoning Commission Meeting Minutes on June 22, 2022
4. **Zoning Code Update - Wyatt Archer - Bolton & Menk**
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.



**MINUTES**  
**REGULAR MEETING OF THE**  
**WINDSOR HEIGHTS**  
**PLANNING AND ZONING COMMISSION**  
**Wednesday, June 22, 2022 - 5:30 PM**  
**WINDSOR HEIGHTS COUNCIL CHAMBERS – 1133 66<sup>th</sup> ST**

- 1. The meeting was called to order at 5:30 PM**
- 2. Approval of Agenda**
  - a. Motion to approve the agenda was introduced and seconded. Motion passed.
- 3. Approval of minutes from the May 25, 2022 meeting of the Planning and Zoning Commission**
  - a. Motion to approve the minutes of the May 25<sup>th</sup>, 2022 meeting was introduced and seconded. Motion passed.
- 4. Discuss Zoning Code Update – Rose Schroder – Bolton & Menk**

General Discussion notes:

Overarching themes/goals: simplify, when possible, provide clarifications, consider consolidation of districts where there are minimal regulatory differences

Definitions: Identify missing definitions, ensure definitions are clear and do not include 'regulatory' language. Regulatory language/standards should not appear within definitions.

Zoning districts: review of districts for bulk/density standards – similarities/differences; uses – similarities/redundancy. Differences between standards in the University Avenue Corridor Mixed Use and Town Center districts.

Make a priority to remove all the notes and special exceptions from the develop standard tables. Discuss notes and determine what should be adopted and 'standardized' as opposed to listed as an 'exception'.

Signs: Discussion about the need to remove standards that are not content neutral – particularly for temporary or 'special' signs

Parking: complete update/modernize the uses listed and make broader categories of uses to simplify the section. Reconsider the parking ratios to meet more modern standards of development typology.

Other discussion topics:

traffic requirement discussions within development plan reviews – queuing lengths, overall circulation patterns.

Lighting (nuisance) in residential areas. Light/glare onto residential properties from commercial properties and other residential properties.

- 5. Adjourn:** Motion was introduced and seconded to adjourn the meeting. Motion passed.