

City of Windsor Heights Planning and Zoning Commission Meeting Minutes
Wednesday, February 28, 2024 - 5:30 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

1. Call to Order

Chair Geoffrey Wood called the meeting to order at 5:35 PM. Members present: Donna Mueller, Bob Bishop, Georgie Libbie, Tyler Holtorf, and David Ferree. Members absent: Diane Foss. Staff present: Deputy City Clerk Nate Leuthold, City Administrator Adam Plagge, City Attorney Erin Clanton, Acting City Planner Trey Rouse of Bolton & Menk, Senior Traffic Engineer Jennifer McCoy of Bolton & Menk, and City Engineer Justin Ernst of Bolton & Menk.

2. Approval of Agenda

Motion by Georgie Libbie to approve. Seconded by Bob Bishop. Motion passed 6-0

3. Approval of the Minutes:

Motion from Donna Mueller to approve. Seconded by Tyler Holtorff. Motion passed 6-0

- A. Consideration of the Planning and Zoning Commission Meeting Minutes on November 1st, 2023

4. Public Hearing to Review a New Building Site Plan at 6961 University Ave

Jennifer McCoy provided a review of the traffic impact study. Trey Rouse presented the staff report. Aaron Wolfe, Site Development manager with Casey's and Brian Sheriff, President of Colby Interests presented the site plan. Bob Bishop asked for some clarification. Aaron Wolfe and Wally Pelds of Pelds Design Services responded.

Motion by David Ferree to open the Public Hearing at 7:05 PM. Seconded by Bob Bishop. Motion passed 6-0

The following people spoke in opposition to Casey's

Adam Laithrop of 1716 Plaza Circle

A Clive resident of 7675 University Avenue

Jennifer Koonitz of 7015 Jefferson Avenue

Steve Lowe of 1214 68th Street

Steve Oliver of 1226 68th Street

Motion by Donna Mueller to close the Public Hearing at 7:26 PM. Seconded by Tyler Holtorff.

Motion passed 6-0

- A. Staff Presentation

- B. Site Plan & Supporting Documents

5. Consideration of a New Building Site Plan at 6961 University Ave

David Ferree spoke requesting clarification of the Commission's scope. Erin Clanton advised that they should consider the zoning code regulations as applied to the presented site plan. David Ferree spoke regarding the monument sign sizing. Donna Mueller spoke regarding the landscaping plan. Aaron Wolfe clarified the landscape plan and answered questions. Geoffrey Wood asked about hours and lighting. Aaron Wolfe advised that the hours were 5 AM to 11 PM, and showed compliance with the lighting code. Bob Bishop spoke regarding the Commission's responsibility to residents' health, safety, and welfare. Geoffrey Wood spoke in opposition due to traffic issues, walkability, and a lack of a main-street feel. Aaron Wolf responded regarding the opposition from public comments and items brought up by the Commission. David Ferree expressed concern in regards to traffic, walkability, the lack of a main-street feel, and architectural standards. Bob Bishop spoke regarding spills and gas stations near residential properties. Tyler Holtorff spoke in

favor of approval. Donna Mueller spoke regarding the lack of a main-street feel, the surrounding zoning, and the landscape plan.

Motion by Tyler Holtorff to approve the site plan with additional landscaping requirements and staff recommendations. Seconded by Donna Mueller. Motion failed 1-5. Yea: Tyler Hotorff. Nay: Geoffrey Wood, David Ferree, Georgie Libbie, Bob Bishop, and Donna Mueller. The recommendation to Council is to not approve the site plan.

6. **Consideration of an Updated Zoning Map**

Trey Rouse presented the map and clarified the formal process of updating the map.

Motion by Donna Mueller to approve. Seconded by Georgie Libbie. Motion passed 6-0.

A. Updated Zoning Map

7. **Adjourn**

Motion to adjourn by Bob Bishop. Seconded by Tyler Holtorff. Motion passed 6-0.