



# Approved

**MINUTES**  
**CITY OF DUBUQUE ZONING BOARD OF ADJUSTMENT**  
**REGULAR SESSION**

5:30 p.m.

Thursday, February 22, 2024  
City Council Chambers, Historic Federal Building

**Board Members Present:** Chairperson Jonathan McCoy, Board Members Keith Ahlvin, Rena Stierman, and Matt Mauss.

**Board Members Excused:** Gwen Kosel.

**Board Members Unexcused:** None.

**Staff Members Present:** Shena Moon, Travis Schrobilgen, and Jason Duba

**CALL TO ORDER:** The meeting was called to order by Chairperson McCoy at 5:30 p.m.

**MINUTES:** Motion by McCoy, seconded by Stierman, to approve the minutes of the January 25, 2024 Zoning Board of Adjustment meeting as submitted. Motion carried by the following vote: Aye – Ahlvin, Mauss, and Stierman; Nay – None; Abstain – McCoy.

**DOCKET 48-23:** Application of Greg Prehm, 25 Bissel Lane to construct a building 10' from the side and rear property lines where 20' is required for each in a C-3 General Commercial zoning district.

Staff Member Duba explained the applicant's request to table and modify his request for next month's meeting.

Motion by McCoy, seconded by Mauss, to table the docket at the applicant's request. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman, and McCoy; Nay – None.

**DOCKET 01-24:** Application of Scott and Tracy Billmeyer of 527 East 22<sup>nd</sup> Street to allow an attached garage 6" from the side property line and 3' from rear property line where 3' and 10' minimum is required, respectively, and to cover 55% of the lot with structures where 50% maximum is allowed in the R-2A Alternate Two-Family Residential zoning district.

Scott Billmeyer, 527 East 22<sup>nd</sup> Street, spoke in favor of the request. He explained that he's seeking to attach the existing garage to the dwelling and construct a room in place of the existing deck. He referred to an aerial photo that he had marked to indicate the aspects and scope of the project.

There was no public input.

Staff Member Schrobilgen detailed the staff report noting that the applicant is seeking to attach the existing dwelling and garage, which then changes the garage from a detached structure to an attached structure thereby prompting different bulk standards for the existing garage. He noted that the previously approved special exceptions for the property now need to be reapproved as they relate to an attached garage structure and increase the total lot coverage area. He then described the change from 54% coverage to 55% coverage pointing out the deck which is 16 square feet larger than was approved by a previous special exception, and that an ADA ramp was added, accounting for the increase of 1%.

Board Member Ahlvin stated that he was okay with the request since it did not change the footprint of the structures. He wanted to ensure that stormwater runoff is maintained on the property. Chair McCoy asked the applicant if he was amenable to a condition requiring stormwater be maintained on the subject property. Mr. Billmeyer replied that the runoff already goes to a gutter and drains to the alley and that this configuration would not change with the proposed project.

Motion by Mauss, seconded by Stierman, to approve the request with the following condition:

1. Stormwater runoff shall be managed on the subject property and where appropriate, drained to the permeable paver alley.

Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman, and McCoy; Nay – None.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM BOARD:** Chairperson McCoy asked if staff had a chance to research the private parking arrangement for a residential building located at 469 Emmett Street. Staff noted they would research the matter and report back to the Board.

**ITEMS FROM STAFF:** None.

**ADJOURNMENT:** Motion by McCoy, seconded by Ahlvin, to adjourn the February 22, 2024 Zoning Board of Adjustment meeting. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman and McCoy; Nay – None

The meeting adjourned at 5:44 p.m.

Respectfully submitted,

  
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Shena Moon, Associate Planner

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March 28, 2024  
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Adopted