



# Approved

**MINUTES  
ZONING ADVISORY COMMISSION  
REGULAR SESSION**

6:00 p.m.

Wednesday, March 6, 2024  
City Council Chambers, Historic Federal Building

**Commissioners Present:** Chairperson Matt Mulligan; Commission Members Martha Christ, Carrie Lohrman, and Rich Russell

**Commissioners Excused:** Teri Zuccaro, Pat Norton

**Commissioners Unexcused:** None.

**Staff Members Present:** Shena Moon and Travis Schrobilgen

**CALL TO ORDER:** The meeting was called to order by Chairperson Mulligan at 6:00 p.m.

**MINUTES:** Motion by Christ, seconded by Lohrman, to approve the minutes of the February 7, 2024 meeting. Motion carried by the following vote: Aye – Christ, Lohrman, Russell, and Mulligan; Nay – none.

**ACTION ITEM / PLAT OF SURVEY:** Application of John Pechous to approve the Plat of Survey of Pechous Place.

John Pechous, 410 Raymond Street, spoke in favor of the request stating that the existing driveway located between 410 and 414 Raymond Street properties is located on the 414 property but has historically been utilized by the 410 property. He pointed out that there is an existing wood archway over the driveway that has been there for many years and that the 410 property has always used the driveway, and it has never been used by the 414 property. He said they found out that they need the parking space to stay with the 410 property in order to sell the property. He noted that he had a survey and that nothing should change for the neighborhood as it has always operated this way.

Staff Member Moon detailed the staff report noting that the property owner is seeking to adjust the property line between the two lots, which have historically been under common ownership. She stated that primary goal would be to allocate the driveway to the 410 property which has historically utilized it. She added that the lot line adjustment would also ensure that an existing AC unit and retaining wall are located on the 410 property. She stated that the proposed Lot 1 would have 37 feet of street frontage and would not meet the minimum 50 feet required by code, and therefore, a waiver of the minimum street frontage requirement is being requested for Lot 1. She further stated that a Parking Variance would also be required for the 410 Raymond Place property and recordation of

the plat should be contingent upon the applicant receiving an approval for the Parking Variance from the Zoning Board of Adjustment.

Chairperson Mulligan asked whether the property previously met the 50-foot frontage requirement. Staff Member Moon stated that the 410 property has approximately 48 feet of street frontage currently and does not meet the 50-foot requirement.

Motion by Russell, seconded by Christ, to approve the Plat of Survey of Pechous Place as submitted, subject to waiving the frontage requirement of Lot 1 and contingent on an approved Parking Variance for 414 Raymond Place. Motion carried by the following vote: Aye – Christ, Lohrmann, Russell, and Mulligan; Nay – none.

**PUBLIC HEARING/REZONING:** Application of Josh Jansen to rezone property located at 35 Locust Street from C-3 General Commercial to C-4 Downtown Commercial.

Joshua Jansen, 11368 Rock Grove Court, spoke in favor of the request noting that the rezoning would allow for reduced setbacks and additional building height for a new development. He said the project would have ground level parking and commercial spaces, with a total of 81 residential units located on 4 stories above. He shared that nearby existing surface parking lots would also be a part of the project. He said that aesthetically, the project would pay homage to Dubuque's downtown and have a brick façade and a courtyard.

Mike Sivill, 307 Jones Street, noted that he believes a larger project like this would increase the foot traffic from this neighborhood to downtown. He stated he did not oppose the project but would like to see the pedestrian crossings to downtown be improved as there is currently not a safe route.

Travis Nelson, 305 Jones Street, noted that he was initially curious about parking and that the applicant addressed his concerns when he noted the additional lot for parking. He stated he did not have any further concerns.

Mr. Jansen added that he was looking into whether one-way traffic would be an option along Locust Street, which could possibly allow for angled parking along the street near the project. Commissioner Russell questioned approximately how many parking spaces would be proposed. Mr. Jansen stated approximately 120.

Staff Member Moon detailed the staff report noting the while the applicant has a specific project in mind, the rezoning would allow for all permitted uses within the C-4 zoning district. She shared a chart providing a side-by-side list of the permitted uses allowed in the existing C-3 zoning district and in the proposed C-4 zoning district and which also highlighted the uses that are permitted in both zoning districts. She noted that the applicant has gone through a conceptual review with the City's Development Review Team and that the review will be ongoing for the project. She noted that while development of the site is anticipated to result in an increase of traffic to the neighborhood it would be primarily neighborhood traffic as the site is quite isolated. She concluded by

stating that the area is a mix of uses and zoning districts and that the proposed rezoning would be in keeping with other zoning districts in the neighborhood.

The Commission discussed the request finding it appropriate.

Motion by Lohrmann, seconded by Russell, to approve rezoning 35 Locust Street as submitted. Motion carried by the following vote: Aye – Christ, Lohrmann, Russell, and Mulligan; Nay – none.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** None.

**ITEMS FROM STAFF:** None.

**ADJOURNMENT:** Motion by Christ, seconded by Russell to adjourn the March 6, 2024 Commission meeting. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Russell, Zuccaro, and Mulligan; Nay – none.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

  
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Shena Moon, Associate Planner

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April 3, 2024  
Adopted