

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

5:30 p.m.

Thursday, December 19, 2024

City Council Chambers, Historic Federal Building

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

Board Members Excused: None

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.

Board Member Kosel stepped out of the meeting.

MINUTES: Motion by Mauss, seconded by Ahlvin, to approve the minutes of the November 21, 2024 Zoning Board of Adjustment meeting as submitted. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman and McCoy; Nay – None.

Board Member Kosel rejoined the meeting.

DOCKET – 40-24: Application of Mike Lange, 1458 Locust Street, to allow two freestanding signs where one is permitted, to allow one sign to be 8' high and the other to be 7'-9" high where 6' in height is permitted, to allow one sign to be 32 square feet where 8 square feet is permitted, and to allow one sign to be in a visibility triangle in an OR Office Residential zoning district and a historic district.

Magdalene Grace Deane, Master Liturgical Artist, 333 Bluff Street, spoke in favor of the request on behalf of St. John's Episcopal Church and Lange Sign Company. She shared photos, beginning with the existing sign at St. John's with people standing next to it. This was to demonstrate proportion and coloration, since the proposed sign would be the same size and design. She then showed photos of other signs in the downtown area that are also close to the property corner. She responded to concerns submitted by a neighboring property owner regarding traffic safety and historic preservation. She displayed photos of a cardboard mock-up of the proposed sign in order to show that the sign would have a negligible impact on visibility for vehicles and pedestrians from both the street and parking lot.

Dave Stuart, 1470 Locust Street, spoke in favor of the request. He noted that he owns

and operates a historic business and has observed accidents at this intersection. He stated that he has no concerns with this sign because it is not in the view path for vehicles or pedestrians, and is setback sufficiently.

Staff Member Duba detailed the staff report noting the characteristics of the property and the neighborhood. He displayed renderings of the signs, detailing their dimensions and the sign regulations for the OR Office Residential zoning district in a historic district. He noted that St. John's received a variance for similar signs at the church building two years ago. He read a statement from Traffic Engineer Justine Hull stating that the sign on the corner should not be an issue for passing vehicles but that it could block visibility for vehicles exiting the parking lot. He noted that the applicant has stated they would remove the four existing signs, and he suggested that be made a condition of approval. He referred to the opposition letter and explained that the applicant had addressed the Board's concerns with additional information and photos, including a cardboard mock-up of the proposed sign.

Board Members Kosel, Mauss, and Stierman stated their concerns had been addressed with the additional information and photos.

Board Member Ahlvin stated he was still concerned about the private visibility triangle and its potential obstruction of visibility of pedestrians for vehicles exiting the parking lot.

Chairperson McCoy asked Ms. Deane if she was amenable to the condition of requiring the four existing signs to be removed, and she replied yes.

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

1. The four existing signs on the property shall be removed.

Motion carried by the following vote: Aye – Kosel, Mauss, Stierman, and McCoy; Nay – Ahlvin, citing criteria 5) *Granting of the variance will not be contrary to the public interest, will not adversely affect other property in the vicinity, and will be in harmony with the intent and purpose of the provision waived.*

DOCKET – 42-24: Application of R and E Enterprise, LLC, 3370 Central Avenue, to conduct vehicle sales on a 9,210 square foot lot where 20,000 square feet of lot area is required in a C-3 General Commercial zoning district.

Randy Davis, 3370 Central Avenue, spoke in favor of the request. He explained that they are looking to sell antique cars and muscle cars. He shared photos of the subject property with the Board.

Staff Member Schrobilgen detailed the staff report noting that the requirements for vehicle sales include a 20,000 square foot minimum lot, whereas this lot is approximately 9,200 square feet. He noted that the applicant will need to work with the Iowa Department of Transportation to satisfy their requirements before vehicle sales could commence.

Chairperson McCoy asked if this request was similar to another recent vehicle sales variance and Staff Member Schrobilgen replied yes, there was recently a similar request for the property directly across the alley. He noted that there was no public input.

Board Member Ahlvin noted he was not concerned with the request because this location has parking, and the sidewalk would remain clear. Mr. Davis noted that customer parking would be in the front of the building, and vehicles for sale would be on the side and/or indoor.

There were no other concerns or questions from the Board.

Motion by Mauss, seconded by Kosel, to approve the request as submitted. Motion carried by the following vote: Aye – Ahlvin, Kosel, Mauss, Stierman, and McCoy; Nay – None.

ITEMS FROM PUBLIC: None

ITEMS FROM BOARD: None

ITEMS FROM STAFF: Staff Member Moon wished the Board a Happy Holidays and New Year and thanked them for their work and time over the past year.

ADJOURNMENT: Motion by McCoy, seconded by Ahlvin, to adjourn the December 19, 2024 Zoning Board of Adjustment meeting. Motion carried by the following vote: Aye – Ahlvin, Kosel, Mauss, Stierman and McCoy; Nay – None

The meeting adjourned at 5:58 p.m.

Respectfully submitted,



Shena Moon, Associate Planner

January 23, 2025

Adopted