



Approved

**MINUTES
ZONING ADVISORY COMMISSION
REGULAR SESSION**

6:00 p.m.

Wednesday, July 2, 2025
City Council Chambers, Historic Federal Building

Commissioners Present: Vice Chairperson Rich Russell; Commission Members Martha Christ, Carrie Lohrmann, Pat Norton, and Teri Zuccaro

Commissioners Excused: Troy Froistad and Matt Mulligan

Commissioners Unexcused: None.

Staff Members Present: Wally Wernimont, Travis Schrobilgen, and Jason Duba

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

MINUTES: Motion by Zuccaro, seconded by Russell, to approve the minutes of the June 4, 2025 meeting. Motion carried by the following vote: Aye – Lohrmann, Norton, Russell, and Zuccaro; Nay – none; Abstain – Christ.

PUBLIC HEARING/REZONING: Application of Michelle Mihalakis to rezone property located at 2167 Jackson Street from R-2A Alternate Two-Family Residential to C-4 Downtown Commercial zoning district.

Michelle Mihalakis, 2541 Broadway Street, spoke on behalf of the application. She explained that they would like to rezone to C-4 to allow for a detoxification facility. She pointed out that next to this property is a vape, tobacco, and liquor store, and that there are similar stores throughout the neighborhood. She felt that the community needed a positive response to the negative presence of these substances. She said Dubuque does not have such a detoxification facility, so people need to go to Cedar Rapids and often have a difficult time arranging travel to and from. She said she held a neighborhood meeting about this proposal, but no one attended. She said it would be a great service to the community.

There was no public input.

Staff Member Schrobilgen detailed the staff report, noting the code would consider this facility as a medical clinic, which is allowed in the C-4 zone. He showed the zoning map and stated that this rezoning would be an expansion of the adjacent C-4 zoning district. He noted the characteristics of the property and surroundings, noting that the small size of the property would limit development opportunities but if it were to be developed then

all current site development codes would apply and a project would need to go through development review. He noted the comprehensive plan promotes mixed use development, and this area is shown as mixed use on the Future Land Use Map.

Vice Chairperson Russell noted there are no off-street parking requirements in the C-4 district, which staff confirmed.

Motion by Norton, seconded by Zuccaro, to recommend approval of the rezoning as submitted. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Zuccaro, and Russell; Nay – none.

Commissioner Norton recused himself from the next two items.

PUBLIC HEARING/REZONING: Application of Freddy Kammiller to rezone property located on Bluff Street, PIN 1025401021 from R-2 Two-Family Residential to OR Office Residential zoning district.

Micah Spivey, 2417 Pinehurst Court, and Fred Kammiller, 17436 Kammiller Lane, spoke on behalf of the application. They stated they are seeking to rezone the property to allow a multi-family apartment on what is currently city property. They noted that it would face the existing parking lot to the north and that the Historic Preservation Commission (HPC) approved the design.

Vice Chairperson Russell asked to see elevations of the proposed apartment complex, and staff displayed them. Russell noted design does not pertain to their review.

Russell asked how many units would be in the building, and Spivey replied 20.

There was no public input.

Staff Member Schrobilgen detailed the staff report. He stated that there are two 20-unit apartments being proposed with one to the north on a lot zoned as OR and one on the subject parcel. He noted that the rezoning would be an expansion of the OR existing zone. He said this property is outside the Cathedral historic district, so it does not require historic review, but noted that the north building did go through HPC where they approved the materials, layout, and design. He noted the property was zoned OR in 1975. He pointed out that this is a heavily wooded lot and that the project is currently going through Development Review. He described the uses of the zoning districts under consideration, stating that the comprehensive plan encourages mixed use, and noted this area is shown as mixed use on the Future Land Use Map.

Commissioner Lohrmann asked what “OR” stood for and asked why the table in the staff report noted C-4. Schrobilgen replied that the Office Residential district is intended for adaptive reuse and transitional zones and that the table is accurate except that the header noting C-4 was a scrivner’s error.

Motion by Lohrmann, seconded by Zuccaro, to recommend approval of the rezoning as submitted. Motion carried by the following vote: Aye – Christ, Lohrmann, Zuccaro, and Russell; Nay – none.

PUBLIC HEARING/REZONING: Application of Dan Miller, Miller Family Property, LLC to rezone property located at 4178 Peru Road from AG Agriculture to R-1 Single-Family Residential zoning district.

Dan Miller, 1013 Patricia Ann Drive, spoke on behalf of the application. He explained that they would like to zone the house and lane as residential. He noted that that this is part of settling his family's inheritance, his brother wants to stay in the house, and they want to sell the farmland separately.

There was no public input.

Staff Member Duba detailed the staff report. He described the surrounding area and noted that this would be an expansion of the adjacent R-1 zoning. He explained that the AG district does not allow a home on its own, so the applicants are seeking to rezone to allow the home to be separate from the farmland zoned AG. He displayed the plat of the land subdivision but noted this was not under the commission's review, though it is in substantial conformance with City Code.

Commissioners had no questions or concerns.

Motion by Christ, seconded by Zuccaro, to recommend approval of the rezoning as submitted. Motion carried by the following vote: Aye – Christ, Lohrmann, Zuccaro, and Russell; Nay – none.

Commissioner Norton returned to the meeting.

PUBLIC HEARING/TEXT AMENDMENT: Application of the City of Dubuque, text amendment to amend the Unified Development Code C-5 Central Business zoning district requirements for wall and freestanding signs.

Staff Member Duba discussed the application. He noted that the City of Dubuque is seeking to bring the C-5 sign regulations more in line with other zoning districts to address stated needs for additional signage in the district.

He stated the text amendment would increase the wall sign allowance within the C-5 district to:

- Area: 10% of the area of the building wall or 100 square feet per business, whichever is greater
- Number: Unlimited per street frontage, so long as the aggregate square footage does not exceed the allowed area

He noted the following districts which already allow signage up to 10% of building wall area: C-3, CS, CR, LI, HI, and MHI.

He said the text amendment would also extend the area in which ground monument signs are allowed along Main Street all the way from 10th to 4th Streets, where it currently goes from 10th to 8th Streets.

There was no public input.

Commissioners had no questions or concerns.

Motion by Norton, seconded by Christ, to recommend approval of the text amendment as submitted. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Zuccaro, and Russell; Nay – none.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: None.

ITEMS FROM STAFF:

- Election of officers
 - The election of officers was scheduled, but commissioners felt moving it to next month when others were present would be better.
 - Commissioner Lohrmann suggested changing the by-laws to hold elections in September.
 - Motion by Christ, seconded by Zuccaro, to table to the August meeting. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Zuccaro, and Russell; Nay – none.
- Appointment to Airport Zoning Advisory Commission
 - Russell and Norton stated they were willing to serve on this commission.
 - Motion by Christ, seconded by Russell, to appoint Russell and Norton to the Airport Zoning Advisory Commission. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Zuccaro, and Russell; Nay – none.

ADJOURNMENT: Motion by Norton, seconded by Russell, to adjourn the July 2, 2025 Commission meeting. Motion carried by the following vote: Aye – Christ, Lohrmann, Norton, Zuccaro, and Russell; Nay – none.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,



Wally Wernimont, Planning Services Director

August 6, 2025

Adopted