



Approved

MINUTES
CITY OF DUBUQUE ZONING BOARD OF ADJUSTMENT
REGULAR SESSION

5:30 p.m.

Thursday, September 25, 2025
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 Ahlvin, seconded by Stierman, to approve the minutes of the August 28, 2025 Zoning Board of Adjustment meeting as submitted. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman and McCoy; Nay – None.

DOCKET – 37-25: Application of Jason Mouring, 2184 Fairway Drive, to install an 8' high fence along the east side property line where 7' high maximum is permitted and to construct an attached garage addition 12' from rear property line where 20' minimum is required in an R-1 Single Family Residential zoning district.

Jason Mouring, 2184 Fairway Drive, spoke in favor of the request. He explained that he is seeking to install an 8' fence on the east side property line to block light and noise. He said that he's seeking a reduced rear yard setback for a garage addition, which would incorporate an existing detached shed.

Ben Steuer, 3409 Kimberly Drive, spoke on behalf of his parents, who are neighbors of the applicant. He stated that they have no objection to the 8' height, but they would like the construction of the fence to be aesthetically pleasing, unlike the current fence with pieces added to the top. He also stated they would be willing to share the cost of the fence. He said they are concerned about the height of the garage and that it could look like a barn.

Chairperson McCoy asked if the fence would be neighbor-friendly meaning it would be a finished side would face the neighboring property, and Mr. Mouring replied that he had no issue with that.

Chairperson McCoy asked about the Building Department's role, and Staff Member

Schrobilgen stated they would require a permit and conduct inspections of the new garage construction.

Staff Member Duba detailed the staff report noting the characteristics of the subject property and the surrounding area. He described the requests and gave details about the proposal. He noted the proposed fence height would be 1' above the allowance. He noted there is a platted, unimproved alley at the rear, so the proposed garage would be 135' from the residence to the south. He notes building permits would be required for the fence and garage addition.

The Board questioned whether the 8' fence would be new construction and expressed a preference for a new fence that would be uniform from top to bottom, rather than adding height to the existing fence.

Board Members also discussed the need to manage stormwater on the subject property and that the property owner would be required to establish the property lines to the satisfaction of the building official. They also expressed the need for the garage addition to have a residential finish. Mr. Mouring said he was planning to use residential materials.

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

1. The 8' fence shall be uniform construction and materials from top to bottom (no add on pieces).
2. The 8' fence shall be neighbor friendly.
3. The garage shall be finished with residential materials.
4. Stormwater shall be managed on the subject property.
5. The property lines for the east side and rear shall be established to the satisfaction of the building official.

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

DOCKET – 38-25: Application of Corey Koppes, 3994 Oneida Avenue, to construct a 3,200 sq ft detached garage and 21' in height for a total of 4,800 sq ft of accessory structures, where a maximum of 1,000 sq ft and 15' in height is permitted in an R-1 Single-Family Residential zoning district.

Corey Koppes, 3994 Oneida Avenue, spoke in favor of the request. He explained that though he was previously approved to construct a 40' by 60' garage, he would like to extend it 20' further west to make a 40' by 80' garage. He noted the property to the east is wooded and zoned AG - Agriculture. He stated this would be his last request.

There was no public input.

Staff Member Schrobilgen detailed the staff report noting the previous Special Exception

approval for the 40' by 60' garage and the large area of the lot. He explained the new request would allow the garage in the same location as the prior approval but would extend the building 20' further to the east. He noted the code requirement for the driveway to be hard surfaced. He noted the roof height is now 21'.

Board Members discussed the request noting they would apply the same condition of approval regarding commercial a commercial activity in the structure. Otherwise, they did not have concerns about the request.

Motion by Ahlvin, seconded by Mauss, to approve the request with the following conditions:

1. No commercial activity shall be permitted unless otherwise lawfully allowed pursuant to Iowa State Code regulations for No Impact Home-Based Businesses or is a permitted Home-Based Business use pursuant to City Code;
2. That the driveway be hard surfaced.

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

DOCKET – 39-25: Application of Scott & Tracy Billmeyer, 527 East 22nd Street, to construct a 19' x 15' covered patio 5' from front property line where 10' minimum is required, and to cover 66.1% of the lot with structures where 50% maximum is allowed in an R-2A Alternate Two-Family Residential zoning district.

Scott Billmeyer, 527 East 22nd Street, spoke in favor of the request. He explained that they are seeking to construct a roof over a concrete slab on grade located between the main house and the recently constructed addition along the west side of the house. He noted the roof would align with the front porch roof.

There was no public input.

Staff Member Moon detailed the staff report noting that the applicant is seeking to cover an existing concrete pad with a roof. She said the property has received multiple Special Exceptions in the past. She explained that the lot coverage is currently 55%, and this would increase it to 66.1%. She noted the property is compliant with the permeable area requirement of 20%. She explained the new roof would be 5' from the front property line, the same as the porch roof, thereby encroaching into the required front yard.

The Board suggested a condition that stormwater be managed on the subject property, and Mr. Billmeyer said the water is draining to the street. Staff Member Schrobilgen stated that it is permissible for a single-family residential lot to drain to the street.

The Board suggested a condition that the structure remain of an open design like the porch and that residential materials be used.

The Board asked when the project might be finished, and Mr. Billmeyer said he hoped to be done by winter.

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

1. Stormwater be managed on the subject property.
2. The covered patio remain of an open design.
3. That residential building materials be used.

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

ITEMS FROM PUBLIC: None.

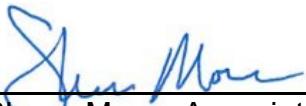
ITEMS FROM BOARD: None.

ITEMS FROM STAFF: Next Meeting Date: October 23, 2025

ADJOURNMENT: Motion by Mauss, seconded by McCoy, to adjourn the September 25, 2025 Zoning Board of Adjustment meeting. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman and McCoy; Nay – None

The meeting adjourned at 6:00 p.m.

Respectfully submitted,



Shena Moon, Associate Planner

October 23, 2025

Adopted