



Approved



**MINUTES**

**ZONING ADVISORY COMMISSION**

**REGULAR SESSION**

6:00 p.m.

Wednesday, May 4, 2011

City Council Chamber

350 W. 6<sup>th</sup> Street, Dubuque, Iowa

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**PRESENT:** Chairperson Jeff Stiles; Commissioners Tom Henschel, Charles Miller, Patrick Norton, Stephen Hardie and Ron Smith; Staff Members Kyle Kritz and Guy Hemenway.

**ABSENT:** Commissioner Martha Christ.

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**AFFIDAVIT OF COMPLIANCE:** Staff presented an Affidavit of Compliance verifying that the meeting was being held in compliance with the Iowa Open Meetings Law.

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

**MINUTES:** Chairperson Stiles asked that it be noted in the April 6, 2011 minutes that he permitted the public to speak at the preliminary plat review for Liberty Subdivision even though it was not a public hearing.

Motion by Henschel, seconded by Norton, to approve the minutes of the April 6, 2011 meeting, as modified. Motion carried by the following vote: Aye – Smith, Hardie, Norton, Miller, Henschel and Stiles; Nay – None.

**PUBLIC HEARING\REZONING:** Application of Darlene Leibold Trust / Tom Rauen, Rauen Properties to rezone property from R-1 Single-Family Residential District to C-3 General Commercial District located at 3051 Brunskill Road (10.27.406.011)

Tom Rauen, applicant for the rezoning, asked that the Commission table his request to allow him additional time as he is trying to acquire property adjacent to the subject parcel. He said that this would also allow time for his architect to work on a site plan and building renderings for the project.

The Commission discussed the request and decided to grant the request to table.

Motion by Hardie, seconded by Stiles, to table the request to the June 1, 2011 Zoning Advisory Commission meeting. Motion carried by the following vote: Aye – Smith, Hardie, Norton, Henschel and Stiles; Nay: Miller.

**PUBLIC HEARING AMEND ID DISTRICT:** Application of Hillcrest Family Services to amend the Hillcrest Family Services ID Institutional District to allow construction of a chapel and a classroom/recreational facility located at 2005 Asbury Road.

NOTE: Chairperson Stiles removed himself from the table due to a conflict of interest.

Gary Gansemer, President and CEO of Hillcrest Family Services, discussed the rezoning history for Hillcrest Family Services facility. He discussed long-term plans for development of the facility and noted that the most recent plans have changed because the City will be reconfiguring local streets which he said will affect the campus layout. He said that Hillcrest Family Services has been working with the Dubuque Community School District. He said that Hillcrest Family Services' intent is to relocate the chapel and to build a gymnasium with 7 classrooms. He said that the building will be designed so that it can be expanded and 8 classrooms added in the future. He said that the classroom trailer will be moved temporarily during the construction process, and then will be removed when the project is complete.

Staff Member Kritz discussed the ID Institutional District standards noting that an amendment is necessary because the chapel will be relocated and, coupled with the development of the gymnasium and classroom building represents a significant change. He discussed the materials submitted including the site diagram, building elevations and parking lot layout. He discussed aerial photos of the site and noted that the leased parking along Flora Park will be maintained. He discussed utility issues and challenges for the site.

Commissioner Hardie said that he feels the plan is good and reasonable. Commissioner Norton said that he is pleased that the temporary classroom buildings ultimately will be removed and that provisions have been made for bus parking.

Motion by Henschel, seconded by Smith, to approve the request. Motion carried by the following vote: Aye – Smith, Hardie, Norton, Miller and Henschel; Nay – None; Abstain – Stiles.

**ITEMS FROM PUBLIC:**

**ITEMS FROM COMMISSION:**

**ITEMS FROM STAFF:**

**ADJOURNMENT:** The meeting adjourned at 6:45 p.m.

Respectfully submitted,



Kyle L. Kritz, Associate Planner

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Adopted—June 1, 2011