

**MINUTES**  
**ZONING ADVISORY COMMISSION**  
**REGULAR SESSION**  
6:00 p.m.  
Thursday, July 5, 2012  
City Council Chamber  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa

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**PRESENT:** Chairperson Charles Miller; Commissioners Ron Smith, Stephen Hardie, Patrick Norton and Tom Henschel; Staff Members Wally Wernimont and Kyle Kritz.

**ABSENT:** Commissioners Martha Christ and Eugene Bird Jr.

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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:** The minutes of the June 6, 2012 meeting were approved, unanimously, as submitted.

**ACTION ITEM\ELECTION OF OFFICERS:**

Commissioner Henschel nominated Charles Miller for the position of Chairperson. Motion was approved, unanimously, as submitted.

Commissioner Hardie nominated Patrick Norton for the position of Vice-Chairperson. Motion was approved, unanimously, as submitted.

Commissioner Smith nominated Martha Christ for the position of Secretary. Motion was approved, unanimously, as submitted.

**ACTION ITEM\WAIVER:** Application of KEA Real Estate, LLC for approval of the request to waive Articles 13-3.3, 13-4.4 and 13.4.6 of the Unified Development Code regarding Storm Water Management, Site Landscaping and Parking Lot Landscaping.

Jeff Streinz, 2854 Thornwood Court and owner of Meineke Car Care Center, said that the building will be expanded from 4 to 8 service bays. He explained that the expansion of the building requires the property to be brought up to zoning code. He explained that the business is doing well and extra demand requires them to expand the building.

Staff Member Kritz presented the staff report noting that the applicants are requesting to waive three sections of the Unified Development Code. He said the Zoning Advisory Commission can waive the site plan requirements and there is no City Council action required. He said the applicants can appeal the decision of the Zoning Advisory Commission to the Zoning Board of Adjustment.

Staff Member Kritz referred to a site layout and a letter that describes the addition. Staff Member Kritz explained that the proposed addition is located in a flood plain. He said that the request is to waive regulations for storm water management, site landscaping and parking lot landscaping. He noted that currently the entire site is impermeable with an exception of a small area located adjacent to a retaining wall. He explained site landscaping requirements require that three trees be planted, and that a 10-foot buffer yard is required for the parking lot adjacent to both Central Avenue and 22<sup>nd</sup> Street.

No one spoke in opposition to the request.

The Board had no objection to the request.

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

**PUBLIC HEARING\REZONING:** Application of Carol Lammers / John & Rosalie Loes Trust to rezone property located at 1172 Main Street from C-4 Downtown Commercial District to OC Office Commercial District to allow residential on the first floor.

Cyril Lammers, representing Carol Lammers, 410 Moore Heights, said the property is the former Brownstone Gallery. He explained that the building currently has apartments and commercial space. He said they want to convert the entire building into a single-family home.

No one spoke in opposition to the request.

Staff Member Kritz presented the staff report noting that the building was formerly built as a three-unit multi-family structure. He described the current and former uses of the adjacent properties in the neighborhood and prior zoning districts. He said the property has off-street parking located behind the building off the alley.

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

**PUBLIC HEARING\REZONING:** Application of Davin Curtiss / C3 Investments Trust to rezone property located south of Creek Wood Drive (Lot 3 of Final Plat of Knepper

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Addition), concurrent with annexation, from County Agricultural to City R-1 Single-Family Residential District.

Greg Rehmke, 700 Locust Street -Suite 200, explained that the property is proposed to be rezoned and annexed into the City of Dubuque. He noted the surrounding zoning districts.

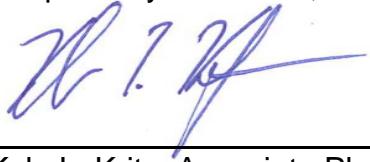
No one spoke in opposition to the request.

Staff Member Kritz said he was available for questions as Mr. Rehmke provided the pertinent details of the request.

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

**ADJOURNMENT:** The meeting adjourned at 6:19 p.m.

Respectfully submitted,



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Kyle L. Kritz, Associate Planner

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Adopted—August 2, 2012