

**MINUTES**

**ZONING ADVISORY COMMISSION**

**REGULAR SESSION**

6:00 p.m.

Wednesday, August 1, 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, Martha Christ, Patrick Norton, Tom Henschel and Eugene Bird Jr.; Staff Members Kyle Kritz and Guy Hemenway.

**ABSENT:** None.

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

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

**MINUTES:** The minutes of the July 5, 2012 meeting were approved, unanimously, as submitted.

**ACTION ITEM\FINAL PLAT:** Application of Jim Edwards / Buesing & Associates for approval of the Final Plat of Patricia Ann Acres Subdivision No. 3 located in the 1300 Block of Valentine Drive.

Patrick Norton excused himself from the table.

Bob Edwards said that he represents his father Jim Edwards, 777 Edwards Lane, and offered to answer any questions from the Commission.

Staff Member Kritz explained the configuration of the minor final plat noting that no new streets or utilities have been proposed. He said that the plat will enable 5 property owners along Valentine Drive to extend their yards. He said that Lot 6 will have no frontage, but that because of the topography is not likely to built on and would require review by the City for access to water and sanitary sewer mains and emergency access. He recommended approval of the plat, subject to waiving lot frontage requirement for Lot 6.

The Commission discussed the request and felt it is appropriate.

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Motion by Hardie, seconded by Christ, to approve the Final Plat of Patricia Ann Acres Subdivision No. 3, subject to waiving lot frontage requirements for Lot 6. Motion carried by the following vote: Aye – Smith, Hardie, Christ, Henschel, Bird and Miller; Abstain – Norton; Nay – None.

**ACTION ITEM\WAIVER:** Application of Key City Plating / Rich Conlon for approval of the request to waive Article 13-4.6 of the Unified Development Code regarding parking lot landscaping for property located at 2500 Kerper Boulevard.

Rich Conlon, Key City Plating, 2500 Kerper Boulevard, explained his request. He noted that he is asking to waive the 10-foot landscape buffer because Kerper Boulevard has an unusually wide parkway and, if approved, there still will be 25 feet of green space that will serve for infiltration area. Mr. Conlon offered to landscape some of the area outside of his property line on public right-of-way. He also said that he would like to reduce the setback along the side of the building to two feet to help facilitate vehicular circulation on the site.

Staff Member Kritz outlined the request highlighting the proposed improvements on the site plan. He noted Kerper Boulevard's wide parkway, which he said was created for the possibility of a six-lane roadway. He said it is not likely that a six-lane roadway will be developed.

Commissioner Norton questioned the building addition and setback. Mr. Conlon explained that the extra area is needed to facilitate traffic circulation on the site.

The Commission discussed the request. Chairperson Miller noted that Mr. Conlon offered to add additional landscaping around the access drive and parking lot.

Motion by Hardie, seconded by Christ, to approve the request to waive Article 13-4.6 of the Unified Development Code regarding parking lot landscaping subject to the property owner purchasing right-of-way area from the City of Dubuque. Motion carried by the following vote: Aye – Smith, Hardie, Christ, Norton, Henschel, Bird and Miller; Nay – None.

**ADJOURNMENT:** The meeting adjourned at 6:30 p.m.

Respectfully submitted,



Kyle L. Kritz, Associate Planner

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Adopted—September 5, 2012