



Approved

**MINUTES
CITY OF DUBUQUE ZONING ADVISORY COMMISSION
REGULAR SESSION**

6:00 p.m.

Wednesday February 3, 2016
Room 223, Historic Federal Building

Commissioners Present: Chairperson Pat Norton; Commissioners Kristin Dietzel, Laura Roussell, Steve Baumhover, Martha Christ, Tom Henschel and Michael Belmont; Staff Members Kyle Kritz and Guy Hemenway.

Commissioners Excused: None.

Commissioners Unexcused: None.

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

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

MINUTES: The minutes of the January 6, 2016 meeting were approved unanimously as submitted.

PUBLIC HEARING\WAIVER: Application of Conlon Construction, 700 Cedar Cross Road, to waive Chapter 13-4.6 of the Unified Development Code regarding parking lot landscaping.

Scott Ganshirt, 98 Mela Drive, said that he represents Kaiser Painting & Decorating, 700 Cedar Cross Road. He discussed the proposed 3,000 square foot addition that he said would be built at the rear of the existing building. He said that the addition would increase space for the tenants and enlarge his shop area. He said the addition would be built over existing paved area.

Staff Member Hemenway said that the proposed addition exceeds the building expansion threshold established in the Unified Development Code and; therefore, the site design standards for a parking lot landscape buffer must be met. He discussed the waiver process and noted that the proposed addition would require that a 10-foot landscape buffer be placed along the front property line adjacent to the Cedar Cross Road right-of-way. He said that by creating a 10-foot buffer, 13 parking spaces at the front of the building would be eliminated and then parking would only be available on the south side of the building. He said that this would create accessibility issues as the parking lot is sloped, and the accessible entrance is located at the front of the building.

He said the building was constructed in 1967 under County standards that permitted vehicles to back directly onto the street. He said subsequent to the buildings construction, Cedar Cross Road had been widened making a substandard parking area even more constrained. He said that he had discussed the proposed addition with the Engineering Department noting that capital improvement plans call for acquisition of right-of-way possibly adjacent to the subject property. He reviewed the criteria necessary for granting a waiver.

Commissioners discussed the request and felt the waiver was appropriate as it placed undue hardship on the property owner.

Motion by Christ, seconded by Dietzel, to approve the request to waive Chapter 13-4.6 of the Unified Development Code regarding parking lot landscaping. Motion carried by the following vote: Aye – Baumhover, Roussell, Christ, Henschel, Belmont, Dietzel; and Norton; Nay – None.

ITEMS FROM STAFF: Staff Member Kritz discussed the next month's zoning requests and he stated that the Zoning Advisory Commission will be asked to review the proposal to create a Resiliency Commission. He said that Public Health Specialist Mary Rose Corrigan will be asking for their input regarding the role of said commission.

ADJOURNMENT: The meeting adjourned at 6:15 p.m.

Kyle L. Kritz, Associate Planner

Adopted