



Approved

**MINUTES  
CITY OF DUBUQUE ZONING BOARD OF ADJUSTMENT  
REGULAR SESSION**

5:00 p.m.

Thursday, January 28, 2016

City Council Chamber, Historic Federal Building

**Board Members Present:** Board Members Keith Ahlvin, Jeff Cremer, Jonathan McCoy, Joyce Pope, and Bethany Golombeski.

**Staff Present:** Kyle Kritz and Guy Hemenway

**Board Members Excused:** None.

**Board Members Unexcused:** None.

**CALL TO ORDER:** The meeting was called to order at 5:00 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 December 17, 2015 Zoning Board of Adjustment meeting were approved by the following vote: Aye: Cremer, Pope and Golombeski; Nay – None; Abstain: McCoy and Ahlvin.

**ELECTION OF OFFICERS:** The Board unanimously appointed Jonathan McCoy as Chairperson, and Jeff Cremer as Vice Chairperson.

**Docket 01-16:** Application of Julie Miller and Mike Smith for a variance for property located at 306 Clarke Drive to add a second unit to a single-family dwelling with a deficit of two off-street parking spaces in an R-2 Two-Family Residential zoning district

Mike Smith, 306 Clarke Drive, reviewed his proposal to add a second dwelling unit in the lower level of his house. He said that the additional unit would be a single bedroom which would generate only one additional vehicle. He noted that there is adequate on-street parking in the neighborhood.

Staff Member Hemenway reviewed the parking regulations noting that when a dwelling unit is added in an R-2 district two additional paved off-street spaces are required. He said that Planning Services and Engineering staff have reviewed the site and determined that it was not possible to create additional parking on the property because

of site constraints and the proximity of the lot to the busy intersection. He discussed the availability and location of on-street parking in the neighborhood. He noted that neighboring properties within 200 feet of the subject lot received written notification and Planning Services staff received only one inquiry from the adjacent property owner who did not object to the variance request.

Board Member Golombeski asked about the status of parking along Madison Street. Board Member Pope noted that although the subject lot is fairly large, the topography makes it difficult to create additional parking.

Board Members discussed the request and felt it was appropriate.

Motion by Pope, seconded by Cremer, to approve the variance request as submitted. Motion carried by the following vote: Aye – McCoy, Cremer, Pope, Golombeski and Ahlvin; Nay – None.

**Docket 02-16:** Application of Cohen-Esrey / Marquette Hall Flats for a Special Exception for property located at 2222 Queen Street to construct a building addition 0 feet from the northeast side property line, 6 feet minimum required, in an OR Office Residential zoning district.

Brian Sweeney, representing Cohen-Esrey Affordable Partners, 6800 W. 64<sup>th</sup> Street, Overland Park, Kansas, reviewed the proposed project for redevelopment of Sacred Heart School into 28 units of senior housing. He said that their application is currently before the IFA and they are seeking tax credits. He noted that a Special Exception was necessary to allow for an addition that would house the elevator and elevator alcove that would serve the building.

Mary Lou Bahl, 2215 Windsor Avenue, said that she represents the Sacred Heart Church Board. She said they are very much in favor of the project and that the church has no objections to the requested Special Exception.

Staff Member Hemenway reviewed the request, noting that ADA requirements facilitated the need for an elevator for access to all three floors of proposed senior housing. He said that the facility would provide parking in excess of what is required by the Unified Development Code. He said that the elevator enclosure, while being built very close to the property line, will have to meet all applicable building and fire codes. He discussed the request for granting a Special Exception, noting that he did not perceive any public safety issues or any negative impacts to the use, value, and enjoyment of the adjacent properties.

Board Members discussed the request and felt that it would facilitate adaptive re-use of the property and will have little, if any, negative impact on the adjacent properties.

Motion by Cremer, seconded by Golombeski, to approve the Special Exception request as submitted. Motion carried by the following vote: Aye – McCoy, Cremer, Pope, Golombeski and Alvin; Nay – None.

**ITEMS FROM STAFF:** None.

**ITEMS FROM BOARD:** Chairperson McCoy welcomed new Board Member Keith Ahlvin to the Board.

**ITEMS FROM PUBLIC:** None

**ADJOURNMENT:** The meeting adjourned at 5:30 p.m.

Respectfully submitted,

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Kyle L. Kritz, Associate Planner

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Adopted