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MINUTES  
CITY OF DUBUQUE ZONING ADVISORY COMMISSION  
REGULAR SESSION

6:00 p.m.

Wednesday March 2, 2016  
City Council Chamber, Historic Federal Building

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

**Commissioners Excused:** Michael Belmont and Laura Roussell.

**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 February 3, 2016 Zoning Advisory Commission meeting were approved unanimously as submitted.

**ACTION ITEMS/FINAL PLAT:** Application of the City of Dubuque to approve the Final Plat of Dubuque Industrial Center South Third Addition for property located on Seippel Road.

Staff Member Kritz noted that the plat creates three parcels and will facilitate development of the Roasting Solutions Facility on Seippel Road. He said that Roasting Solutions is constructing their building on Lot 1 and has purchased Lot 2 for future expansion area. He noted that Lot 3 will be retained by the City of Dubuque for future development. He discussed the street configuration and topography, noting that the cul-de-sac has been created and it meets spacing and other SUDAS requirements. He recommended approval of the Plat as he said that it is in substantial compliance with subdivision regulations.

Commissioners discussed the request and felt it was appropriate.

Motion by Christ, seconded by Dietzel, to approve the request for the Final Plat of Dubuque Industrial Center South Third Addition as submitted. Motion carried by the following vote: Aye – Baumhover, Christ, Henschel, Dietzel and Norton; Nay – None.

**PUBLIC HEARING/REZONING:** Application of Chris Miller to rezone property located at 210 Jones Street from C-4 Downtown Commercial to C-3 General Commercial for climate controlled storage and commercial/retail use.

Jake Kleeb, 40 Main Street, said that he represents Chris Miller. He said that the intent is to rezone the existing warehouse building to facilitate development of a climate-controlled storage area and retail space.

Staff Member Kritz outlined the applicant's request to rezone from C-4 to C-3 noting the property history, the C-3 District standards, and permitted uses. He said that C-3 allows mini-storage where C-4 does not. He said that the property currently has a lack of off-street parking. He discussed the former commercial uses for the subject property and the adjacent zoning and street configuration. He said that C-3 District standards require the provision of off-street parking and that there would be parking credits with the former use of the building. He said that parking options for the building are currently being considered.

Commissioner Henschel said that he felt that the proposed rezoning will facilitate adaptive re-use of the building; however he was concerned with access to the proposed storage facility. Mr. Kleeb said that there was a loading dock on the east side of the building that would provide access for storage. He noted that there may be vehicle access through the building.

Commissioners discussed the request and felt it was appropriate.

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

**PUBLIC HEARING/REZONING:** Application of Joe Bitter to rezone property located at 3125 Cedar Crest Ridge from CS Commercial Service & Wholesale to C-3 General Commercial, to permit an indoor recreation facility.

Cathy Bitter, 3125 Cedar Crest Ridge, representing the applicant, reviewed the request, noting the location of the adjacent C-3 property. She said that the creation of indoor recreation facilities in the area seems to be a trend. She said there also have been other C-3 rezonings in the area.

Staff Member Hemenway noted the location of the property and reviewed the surrounding zoning and land use. He discussed the uses allowed in both the CS and C-3 districts, noting that there were a number of retail uses permitted in the C-3 district that are not permitted in the CS district. He discussed potential vehicle trip generation and demand on parking for the commercial tenant spaces within the subject building. He said that he did not receive any input from adjacent property owners regarding the request.

Commissioners discussed the request and felt that it was appropriate.

Motion by Christ, seconded by Dietzel, to approve the rezoning as submitted. Motion carried by the following vote: Aye – Baumhover, Christ, Henschel, Dietzel and Norton; Nay – None.

**ITEMS FROM STAFF:** Mary Rose Corrigan, Public Health Specialist for the City of Dubuque, submitted background materials to the Commission regarding the City initiative to create a Resiliency Commission. She said she wanted to have a dialogue with the Commission and garner their input. She discussed the background history regarding the proposed Resiliency Commission and noted the extensive public input process being undertaken to gather information from Boards, Commissions and other key stakeholders in the community. She asked Commissioners what resiliency meant to them.

Commissioner Henschel said that he felt the City should be both proactive and reactive to any potential unforeseen events.

Commissioner Dietzel said that she felt that a Resiliency Commission should be one that is prepared to handle acute environmental events.

Chairperson Norton said that he felt that the Commission could be an umbrella organization that prepares for many changes, including those other than environmental, such as economic crises, infrastructure needs, and cultural changes that are bound to occur.

Commissioner Henschel said that the Resiliency Commission should be dynamic and their mission should be well stated to elicit public interest and to guarantee a fully populated and engaged Commission.

Staff Member Corrigan asked what Commissioners felt the role of the Resiliency Commission should be.

Commissioner Norton said he felt that the Resiliency Commission could tackle a wide range of issues in an effort to forecast future needs.

Staff Member Corrigan read a number of definitions for community resiliency.

Commissioner Norton said he felt the Resiliency Commission's stated purpose should be more focused. He said that they could possibly formulate responses to potential events, such as closing of a large industry, breech of the flood wall, a mass shooting, etc. He said one of the pitfalls to avoid would be to create a commission with too broad a charge and too little focus.

Commissioners felt that the Resiliency Commission could try to determine how a community can recover from potential events over an extended period of time.

Staff Member Kritz noted that there had been much interest in New Orleans's response to Hurricane Katrina. He said that while the city has been undertaking many projects, the community is still trying to recover from the event.

Commissioner Henschel said that the Resiliency Commission could serve as a sounding board and also try to measure or gauge the level of recovery after an event.

Commissioner Dietzel said that the Resiliency Commission could study the long-term effects of a potential disaster.

Staff Member Corrigan asked the Commissioners how involved the Resiliency Commission should be in community affairs. Commissioners agreed that this is difficult to gauge given the lack of a detailed role for the Resiliency Commission.

Commissioner Henschel said that he felt that community engagement was a key component of any commission, and that the Resiliency Commission could utilize outside experts as a resource for the information needed for the studies they were undertaking.

Commissioner Dietzel said that she felt the definition of resiliency would be to respond, adapt, grow, and thrive in an unknown environment. She said she also felt that the Resiliency Commission could be aligned with the three aspects of sustainability for the City.

Chairperson Norton said that he felt that economic and social resiliency plans have already been developed by existing boards, commissions and City staff.

Commissioner Henschel said that he felt the Resiliency Commission could be both proactive and reactive.

Staff Member Corrigan thanked Commissioners for their input and said that she would be trying to formulate a definition of community resiliency and to refine the role of the Resiliency Commission based on input from the Zoning Advisory Commission and many other interested parties throughout the community.

**ADJOURNMENT:** The meeting adjourned at 7:00 p.m.

Respectfully submitted,

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Kyle L. Kritz, Associate Planner

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Adopted