



Approved

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

6:00 p.m.

Wednesday July 6, 2016

City Council Chamber, Historic Federal Building

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

**Commissioners Excused:** Chairperson Pat Norton

**Commissioners Unexcused:** None.

**CALL TO ORDER:** The meeting was called to order by Vice Chairperson Henschel 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 June 1, 2016 Zoning Advisory Commission meeting were approved unanimously as submitted.

**ELECTION OF OFFICERS:** Commissioners nominated and appointed Tom Henschel as Commission Chairperson, Martha Christ as Vice Chairperson, and Laura Roussell as Secretary. All were approved unanimously

**Action Item/Waiver:** Application of Richard Hartig, for property located at 485 North Grandview Avenue, to waive section 13-4.6 (B) of the Unified Development Code regarding the requirement for a seven (7) foot parking lot landscape buffer.

Richard Hartig, 560 Villa Street, representing Hartig Drug, said he would like to add a parking area along Grandview Avenue to accommodate his growing staff. He said that the lot is somewhat constrained between the Rubix Coffee Shop and the Grandview Church commercial building.

Staff Member Kritz outlined the waiver process, noting that in 2009 a landscape setback requirement was adopted as a part of the new the Unified Development Code. He discussed the surrounding land use, noting that the applicant is working with the Engineering Department to facilitate a safe access in light of the roundabout construction. He said that the parking lot will be one-way possibly from Grandview to

the alley. He noted the criteria established in the Unified Development Code regarding granting a waiver.

Commissioner Belmont asked if there was a grade change between the parking lots. Mr. Hartig noted that there is no grade change between the parking lots. Staff Member Kritz said there is a grade change between Grandview Avenue and the alley.

Commissioners discussed the request and felt it was appropriate.

Motion by Christ, seconded by Roussell, to approve the waiver of Section 13-4.6(b) of the Unified Development Code regarding the requirement for a seven-foot parking lot landscape buffer. Motion carried by the following vote: Aye – Baumhover, Roussell, Christ, Belmont, and Henschel; Nay – None.

**Public Hearing/Rezoning:** Application of Richard Hartig for property located at 485 North Grand View Avenue, to rezone property from OC Office Commercial District to C-2 Neighborhood Commercial Shopping Center District.

Marty Johnson, Straka Johnson Architects, spoke on behalf of Mr. Hartig. He said that rezoning was necessary to allow an off-premise parking lot as a permitted use in the C-2 District.

An email from Jeff Klauer, JDK Real Estate, 1705 Delhi Street, was received and filed.

Staff Member Kritz noted that the OC district only permits parking lots that serve adjacent property within the same zoning district. He said that is necessary to rezone to a commercial zone to permit off-premise parking on the subject lot. He discussed the surrounding zoning and land use and noted the difference between the uses permitted in the OC and C-2 Districts. He said it is possible that adjacent lots could be combined and redeveloped for any of the uses permitted in the C-2 District. He discussed the intent of the OC District. He noted that the applicant is coordinating with the City Engineering Department regarding access location and the round-about currently under construction.

Chairperson Henschel said that the current lot constraints limit the amount of uses that could be developed on the property.

Commissioners discussed the request and felt it was appropriate.

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

**Public Hearing/Rezoning:** Application of Bruce Radtke for property located at 2162 Rockdale Road, to rezone a portion of the subject property from R-1 Single-Family Residential to C-3 General Commercial District to permit business expansion.

Bruce Radtke, 825 S. Grandview, said he would like to purchase adjacent property with the possibility of expanding his business.

Staff Member Kritz noted the location of the property, property history, current zoning, and the lot configuration. He discussed the surrounding land use and zoning. He said he had only received one inquiry regarding the rezoning request.

Commissioners briefly discussed the request.

Commissioner Roussell said that she felt that rezoning the subject property would be compatible with the surrounding land use and would allow the applicant to expand his business.

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

**Public Hearing/Expand Institutional District:** Application of Straka Johnson Architects, PC / Stonehill Franciscan Services for property located at 3160 Sheridan Road to expand the Padre Pio Health Care Center Institutional District to facilitate construction of a secondary access to Sheridan Road.

Marty Johnson, Straka Johnson Architects, said that he represented Stonehill. He said he has been working with Stonehill to create a master plan for their campus and that it was deemed important to provide a second access to the facility. He said that if Windsor Avenue were ever to be closed for whatever reason, then there would be no access.

Gretchen Brown, President and CEO of the Stonehill Community Center, noted the number of residents and employees that the facility accommodates. She said that these people along with visitors access the campus on a daily basis.

Staff Member Hemenway reviewed the request, noting that the subject parcel would be incorporated into the existing ID District. He said that the applicants have indicated that access would primarily be used for staff and service vehicles, and provide a secondary emergency access. He said that the amendment to the ID district also permitted expansion of the existing off-street surface parking lot. He noted that if the ID amendment were to be approved by the City Council, the next step would be for the applicant to submit a site plan that would be reviewed for traffic safety and storm water management by the City's Engineering Department.

Staff Member Hemenway said that he said received an inquiry from the adjacent property owners to the north and that they did not express any major concerns. He noted that the driveway access would be in excess of 200 feet from the nearest residence.

Commissioner Belmont said that he felt a secondary access is necessary for a campus of this size, and that the subject property's ideally located to provide an adjacent secondary access.

Commissioners discussed the request and felt it was appropriate.

Motion by Baumhover, seconded by Belmont, to approve the expansion of the Stonehill Community Center Institutional District. Motion carried by the following vote: Aye – Baumhover, Roussell, Christ, Belmont, and Henschel; Nay – None.

**Adjournment:** The meeting adjourned at 6:54 p.m.

Respectfully submitted,

---

Kyle L. Kritz, Associate Planner

---

Adopted