



Draft

MINUTES
CITY OF DUBUQUE ZONING ADVISORY COMMISSION
REGULAR SESSION

6:00 p.m.

Wednesday, October 4, 2017
City Council Chamber, Historic Federal Building

Commissioners Present: Chairperson Tom Henschel; Commissioners Pat Norton, Rich Russell, Laura Roussell, Steve Baumhover, Martha Christ, 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 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: Motion by Christ, seconded by Norton, to approve the August 2, 2017 Zoning Advisory Commission meeting minutes as submitted. Motion carried by the following vote: Aye – Baumhover, Roussell, Norton, Christ, Russell, Belmont and Henschel; Nay – None.

ACTION ITEMS/SITE PLAN: Application of Dagmar Industries, LLC to review a medical office site plan for compliance with Ordinance 27-11 that established standards for the Cedar Lake Plaza Planned Unit Development.

Nick Lang, MSA Professional Services, said that he represented Dagmar Industries, LLC. He said they would like to construct a medical office building in the Cedar Lake Plaza Planned Unit Development. He reviewed the access, off-street parking, and building height.

Staff Member Kritz discussed the Cedar Lake Plaza PUD requires site plans be reviewed by the Commission and City Council. He noted the performance measures in the PUD included limited access, additional screening between the property line and the right-of-way, and the requirement that the building pad be established below the grade of both Cedar Cross Road and Starlight Drive. He said that the submitted site plan provides adequate screening along Starlight Drive and that the proposed building pad will be below the grade level of Starlight Drive. He said that the submitted site plan is compliant with the requirements of the Cedar Lake Plaza PUD Ordinance.

Commissioners discussed the request and felt it was appropriate and in compliance. Motion by Belmont, seconded by Christ, to approve the site plan for Lot 2 of 2 of Cedar

Lake Plaza 2nd Addition. Motion carried by the following vote: Aye – Baumhover, Roussell, Norton, Christ, Russell, Belmont and Henschel; Nay – None.

PUBLIC HEARINGS/PUD AMENDMENT: Application of Dubuque South Pointe, LLC to amend the South Pointe Planned Unit Development to allow additional two-unit dwelling building lots for property located on Rockdale Road.

Commissioner Norton recused himself from the table.

Aaron Healey, Ruhl & Ruhl, LLC, said that he represents Dubuque South Pointe, LLC. He said they would like to amend the designation of 19 lots from single-family to two-family to enable them to build townhouses. He said that there is a demonstrable need for additional two-unit homes in the community.

Commissioner Belmont asked for clarification regarding the number of lots in question. Staff Member Kritz clarified the number and location of the lots included in the amendment request. Staff Member Kritz noted that the amendment to the South Pointe, LLC PUD is to change lots originally designated as R-1 to R-2 to allow development of two-unit townhouses. He said it is typical for newer subdivisions within the city to include a mix of residential uses, which he said included single and multi-family lots. He said that lots that can accommodate either single-family homes or 2-unit townhouses seem to be popular. He discussed trip generation data, noting that there would be a slight increase in traffic if all the lots were developed for 2-unit townhouses.

Commissioner Roussell said that as there would not be a significant increase in traffic she was in favor of the request. Commissioners discussed the request and felt it was appropriate.

Motion by Roussell, seconded by Baumhover, to approve the amendment to the South Pointe PUD. Motion carried by the following vote: Aye – Baumhover, Roussell, Christ, Russell, Belmont and Henschel; Nay – None; Abstain – Norton.

ITEMS FROM PUBLIC: None.

ITEMS FROM STAFF: None.

ITEMS FROM COMMISSION: None.

ADJOURNMENT: The meeting adjourned at 6:20 p.m.

Respectfully submitted,

Kyle L. Kritz, Associate Planner

Adopted