



# Approved

MINUTES  
CITY OF DUBUQUE ZONING ADVISORY COMMISSION  
REGULAR SESSION

6:00 p.m.

**Wednesday, August 7, 2019**  
City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson Tom Henschel; Commission Members Rich Russell, Martha Christ, Laura Roussell, Steve Baumhover, Pat Norton, and Michael Belmont; Staff Members Travis Schrobilgen and Kyle Kritz.

**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 Roussell, seconded by Belmont, to approve the minutes of the July 2, 2019 Zoning Advisory Commission meeting as submitted. Motion carried by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Norton, Russell, and Henschel; Nay – None.

**ELECTION OF OFFICERS:** Commissioners discussed openings.

Motion by Roussell, seconded by Christ, to reappoint Chairperson Henschel as Chairperson. Motion carried by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Norton, Russell, and Henschel; Nay – None.

Motion by Belmont, seconded by Baumhover, to appoint Commissioner Christ as Vice Chairperson. Motion carried by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Norton, Russell, and Henschel; Nay – None.

Motion by Roussell, seconded by Baumhover, to appoint Commissioner Russell as Secretary. Motion carried by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Norton, Russell, and Henschel; Nay – None.

Commissioner Roussell congratulated the appointed officers.

**PUBLIC HEARINGS**

**ID Amendment:** Application of Benjamin Beard to unify the current ID Institutional, Planned Unit Development & R-1 Single-Family zoning districts of the Padre Pio Health Center and Assisi Village into a single Planned Unit Development with a Planned Residential designation, and to allow an addition to be built on the South Side of the Assisi Village Building.

Benjamin Beard with Straka Johnson P.C and Gretchen Brown with Stonehill Care Center, represented the applicant. They reiterated the proposal and said they would be available for questions.

Commissioner Russell asked if the proposed structure was built at ground level. Mr. Beard stated that the structure in question was a raised walkway to connect the two buildings.

Staff Member Kyle Kritz detailed the staff report. He noted that debate had been had during the creation of the district as to whether it should be ID or PUD designation. As it stands today, PUD would make more sense and align with similar uses throughout the city. He also noted that the last amendment for the district should have included the neighboring R-1 district and that small parcel is included in this proposal.

Chairperson Henschel asked if parking would be impacted by this proposal. Staff Member Kritz pointed out that most of the residents of the facility will not typically drive. He also noted that some parking will be displaced to add the proposed structures and that two garages were being created to replace those lost.

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

**REZONING:** Application of Kristen and Steve Vaassen to rezone from R-1 Single-Family Residential zoning district to OC Office Commercial zoning district to allow for an Event Center.

The applicant submitted an email requesting to withdraw their application.

Motion by Christ, seconded by Belmont, to approve the withdrawal. Motion carriers by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Norton, Russell, and Henschel; Nay – None.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** None.

**ITEMS FROM STAFF:** None.

**ADJOURNMENT:** Motion by Norton, seconded by Christ, to adjourn the August 7, 2019 Zoning Advisory Commission meeting. Motion carried by the following vote: Aye – Baumhover, Belmont, Christ, Roussell, Russell, and Henschel; Nay – None.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

  
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Kyle Kritz, Associate Planner

  
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Adopted