

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

6:00 p.m.

Wednesday, November 6, 2019

City Council Chamber, Historic Federal Building

Commissioners Present: Vice Chairperson Martha Christ; Commissioners Pat Norton, Rich Russell, and Steve Baumhover; Staff Members Wally Wernimont and Travis Schrobilgen.

Commissioners Excused: Laura Roussell, Michael Belmont.

Commissioners Unexcused: None.

CALL TO ORDER: The meeting was called to order by Vice Chairperson Christ 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 Baumhover, seconded by Russell to approve the minutes of the October 2, 2019 meeting. Motion carried by the following vote: Aye – Russell, Baumhover and Christ; Nay – None; Abstain – Norton.

ELECTIONS: The Commission discussed postponing the election of officers until a full Commission is present. Motion by Christ, seconded by Baumhover to table to a later date. Motion carried by the following vote: Aye – Russell, Norton, Baumhover and Christ; Nay – None.

PUBLIC HEARING/REZONING: Application of Joe Delaney to rezone property located at 900 Seippel Road from AG Agricultural zoning district to CS Commercial Service and Wholesale zoning district.

The applicant, Joe Delaney, discussed his request noting the property was once zoned Commercial Service and was rezoned to the existing Agricultural zoning district. He said he wants to revert the zoning back to Commercial Service.

Thomas Preibe, 14928 Old Highway Road, communicated his concern with potential erosion on the approximately 40-degree slope along his south property line. The

applicant stated that he would voluntarily fix any erosion issues. The applicant also discussed a 2008 site plan that was approved that addresses the grading of the site.

The Commission discussed if the previously approved site plan is still valid. Staff Member Wernimont noted that site plans are approved for two years, and he would need to verify if the previously approved site plan is still in conformance with the current site plan requirements.

Staff Member Wernimont detailed the staff report. He discussed three prior rezonings for the property, existing surrounding developments, lack of updated traffic flow data on Seippel Road due to road construction in the area, and that a site plan would be required. He also noted that a 6' high screening, stormwater, and landscaping would all be required. Staff Member Wernimont also noted the previous CS zoning had conditions placed on the property.

The Commission discussed the proposal reflecting on stormwater, erosion, site plan requirements and the previous conditions that were placed on the property. They determined that the proposed rezoning is appropriate without placing conditions.

Motion by Norton, seconded by Baumhover to approve the rezoning. Motion carried by the following vote: Aye - Norton, Russell, Baumhover and Christ; Nay – None.

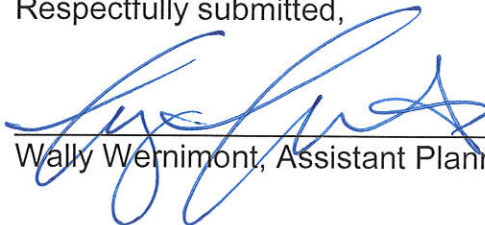
ITEMS FROM STAFF: Staff Member Wernimont addressed the Commission to explain that Commissioner Roussell was elected to the City Council. He said that she can continue to serve on the Commission until she is sworn in to serve on the City Council in January. He explained that other Commissioners are currently serving until replaced.

Commissioner Norton reiterated that he had not reapplied due to the nature of his employment with a local engineering firm which forces him to abstain from those cases which involve him or his employer.

Commissioner Russell asked how the Commission can increase membership. Staff Member Wernimont stated that, in the past, the Commission has directed staff to send informational material to different organizations for recruitment purposes. He also noted that Planning Services staff cannot recruit on their own accord.

ADJOURNMENT: Motion by Russell, seconded by Norton, to adjourn the November 6, 2019 Zoning Advisory Commission meeting. Motion carried by the following vote: Aye - Norton, Russell, Baumhover and Christ; Nay – None. The meeting adjourned at 6:18 p.m.

Respectfully submitted,



Wally Wernimont, Assistant Planner

12-4-2019

Adopted