

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

6:00 p.m.

Wednesday, December 4, 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, Guy Hemenway and Travis Schrobilgen.

Commissioners Excused: 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 Norton, seconded by Baumhover to approve the minutes of the November 6, 2019 meeting as submitted. Motion carried by the following vote: Aye - Norton, Russell, Baumhover and Christ; Nay - None.

Commissioner Norton recused himself from the next two items, citing conflict of interest.

ACTION ITEM:

Site Plan Waiver: Application of Dupaco Voices, LLC. to waive Section 13-4.6 Design Standards for parking lot buffer along 10th Street and White Street, and no curbing around internal islands.

Chris Helle, 13914 Pebble Beach Drive, representing the applicant, detailed the request noting the desire for ample parking for the Voices Development Project.

Staff Member Wally Wernimont detailed the staff report noting the property is within the Millwork Historic District. He pointed out that under the proposed configuration the required 24' drive isles reduce the buffer yard requirements. He said a detailed landscaping plan would be required and noted there are several examples of appropriate designs within the district. He also discussed waiving the landscaped islands. He mentioned that other parking lots in the district are good examples of what

is appropriate, and conditions can be added if the Commission chose to. He stated that access would be taken from White Street and that additional measures were required to manage stormwater.

Commissioner Baumhover asked for clarification on whether conditions are needed or if the City oversees the project through the site design review process. Staff Member Wernimont stated that screening would be reviewed in the site design process, but conditions may be placed regarding screening and landscaping area.

Commissioner Russell expressed concern about the landscape buffer along 10th Street given it was intended as a pedestrian corridor. Staff Member Wernimont confirmed that 10th Street was planned as a main corridor connecting Main Street and the Historic Millwork District. He noted that if the landscaping was required, the lot would lose off-street parking. He noted that additional parking was not required in the district but would be used for the adaptive reuse of the Voices building as Dupaco's Headquarters.

Commissioner Russell noted that only three spaces would be lost and that the Commission should try to hold the developer to the standards of the district.

Commissioner Baumhover noted that he was not opposed to the proposal as it stands, and that additional parking would be beneficial.

Commissioner Christ asked whether a condition for a metal decorative fence along 10th Street would be warranted. Staff Member Wernimont confirmed that it would be appropriate and that the aim is to follow the architectural guidelines and maintain continuity in the district. Commissioner Baumhover asked if a sidewalk is required along 10th Street.

Mr. Helle noted that Dupaco would be amenable to placing a fence along 10th Street. Commissioner Russell asked whether a fence would be required on the other sides. Mr. Helle said there is adequate landscape area to make an attractive buffer and noted it probably not necessary to shift the parking lot.

Staff Member Wernimont asked the Commission to clarify waiving the interior curbing requirement. The Commission discussed that portion of the proposal finding it not necessary to install the interior curbed islands.

Motion by Baumhover, seconded by Russell, to approve the site plan waiver with the condition that a decorative metal fence be installed along 10th Street frontage. Motion carried by the following vote: Aye - Baumhover and Christ; Nay – Russell; Abstain - Norton

PUBLIC HEARINGS

Rezoning – Quasi-judicial: Application of Doug Horsfall to rezone property located at Tanzanite Drive east of Alpine Mobile Home Park from R-1 Single Family Residential zoning district to PR Planned Residential zoning district.

Davin Curtis, 1000 Main Street, representing the applicant, outlined the request noting the applicant and the City have been working for months on the project. He discussed the development noting that access is shown off Tanzanite Drive.

Doug Horsfall, 15663 North Point Drive, discussed the proposal stating that there would be sixteen (16) town homes with attached garages, the monthly rent rates, and age requirements.

Rod Tschiggfrie, 600 Sapphire Circle said that he is the current owner of the land and provided the background and history of the property. He said that he plans to sell the property to Mr. Horsfall. He said that they were only recently made aware that the site had potential site visibility issues.

Ryan Puccio, 665 Kennedy Ct., and Charles Scott, 737 Kennedy Ct, said that they were owners of neighboring properties. They expressed concerns with stormwater management. They said that they opposed the request.

Andy Williams, 660 Tanzanite, and Jim and Michelle Clark, 679 Kennedy Ct, said that they opposed the request.

Mr. Tschiggfrie said that the development had been designed to drain to the east.

Staff Member Wernimont detailed the request. He said that the notification policy required that all property owners within 200 ft. of the proposed rezoning boundary be notified. He said that anyone is welcome to attend and support or oppose a request. He noted that there were extensive discussions regarding development of the property and that stormwater management is regulated by the City's site plan review process.

Staff Member Wernimont said that the Engineering Department required a speed and sight visibility study to be provided. He said that the studies were completed on December 2nd and they determined that the sight visibility was inadequate. Staff Member Wernimont then recommended the Commission table the request to give the applicant and staff the ability to work through sight visibility and access issues.

Mr. Curtis noted that access issues are common and that they can be solved by either adjusting the location of the driveway or by other measures such as the placement of additional street signage. Mr. Tschiggfrie noted that sight visibility from Sapphire Circle is worse than that of the proposed access. He also noted that it would be worse if they put in curb cuts for single family residences.

Staff Member Wernimont said that Mr. Curtis was right about access issues and that tabling would allow for a discussion of those options. He also noted that the current Statewide Urban Design and Specifications (SUDAS) standards were not adopted when the subdivision was originally designed. He concluded by saying that access is always reviewed by the Engineering Department and that it has been denied in the past. He said that further discussions would be beneficial in this instance.

The Commission said that they felt that tabling the motion would be appropriate.

Motion by Baumhover, seconded by Russell to table the rezoning request to a future date. Motion carried by the following vote: Aye - Russell, Baumhover and Christ; Nay – None; Abstain - Norton.

Text Amendment: Application of City of Dubuque Planning Services Department to amend the Unified Development Code to permit Licensed Child Care Centers in Office, Commercial and Industrial zoning districts.

Assistant Planner Guy Hemenway reviewed the proposed amendment to the Unified Development Code to permit Licensed Child Care Centers in Office, Commercial and Industrial Zoning Districts. He explained that the Imagine Dubuque Comprehensive Plan, the Consolidated Plan, and the Equitable Poverty Prevention Plan have all identified the lack of accessible, affordable and abundant child care as an impediment to people of limited means. He explained the regulations governing licensed child care facilities and the City's conditional use permit process. He noted that the State of Iowa Department of Human Services (DHS) regulates, inspects and monitors licensed child care facilities. He said that requiring licensed child care facilities to obtain a conditional use permit creates a redundant review process and increases the cost and time needed for approval. He recommended that the Commission concur with staff's recommendation that licensed child care facilities be listed as a permitted use in all office, commercial and industrial districts.

There were no public comments.

The Commission discussed the request and felt it was appropriate as the State of Iowa DHS already regulates licensed child care facilities.

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

ITEMS FROM PUBLIC: None.

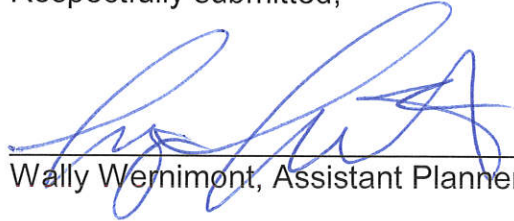
ITEMS FROM COMMISSION: None.

ITEMS FROM STAFF: None.

ADJOURNMENT: Motion by Norton, seconded by Russell, to adjourn the December 4, 2019 Zoning Advisory Commission meeting. Motion carried by the following vote: Aye - Norton, Russell, Baumhover and Christ; Nay – None

The meeting adjourned at 6:44 p.m.

Respectfully submitted,



Wally Wernimont, Assistant Planner

1-2-2020

Adopted