



Approved

**MINUTES
ZONING ADVISORY COMMISSION**

REGULAR SESSION

Wednesday, August 5, 2009

6:00 p.m.

City Council Chamber
350 W. 6th Street, Dubuque, Iowa

PRESENT: Chairperson Jeff Stiles; Commissioners Tom Henschel, Charles Miller, Patrick Norton, Martha Christ, and Stephen Hardie; Staff Members Kyle Kritz and Guy Hemenway.

ABSENT: Commissioner Ron Smith.

CALL TO ORDER: The meeting was called to order at 6:00 p.m.

AFFIDAVIT OF COMPLIANCE: Staff presented an Affidavit of Compliance verifying that the meeting was being held in compliance with the Iowa Open Meetings Law.

MINUTES: The minutes of the July 1, 2009 meeting were approved unanimously as submitted.

ELECTION OF OFFICERS: Motion by Miller, seconded by Henschel to elect Jeff Stiles as Chairperson. Motion carried by the following vote: Aye – Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay – None. Motion by Stiles, seconded by Hardie, to elect Charlie Miller as Vice-Chairperson. Motion carried by the following vote: Aye - Aye – Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay – None. Motion by Henschel, seconded by Hardie, to elect Martha Christ as Secretary/Treasurer. Motion carried by the following vote: Aye – Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay – None.

ACTION ITEM\ ASSESSMENT OF SIGNIFICANT CHANGE: Application of Tim Conlon for approval of the Assessment of Significant Change for property located at the 300 Block of Wartburg Place to determine whether a proposed change from the adopted conceptual plan is significant and warrants a new application.

The applicant was not in attendance and the Chairperson elected to move the discussion to the end of the meeting.

PUBLIC HEARING\REZONING: Application of Tim McDonald to rezone property located 2494 Pearl Street from R-1 Single-Family Residential District to R-2 Two-Family Residential District.

The applicant was not in attendance.

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The Commission decided to table the request to the September 2, 2009 Zoning Advisory Commission meeting. They directed staff to re-notify the property owners within 200 feet of the subject lot.

Motion by Christ, seconded by Henschel, to table the request to September 2, 2009 Zoning Advisory Commission meeting. Motion carried by the following vote: Aye - Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay - None.

PUBLIC HEARING\AMEND ID DISTRICT: Application of James Steiner, University of Dubuque to amend the University of Dubuque ID Institutional District boundary by adding existing residential properties.

James Steiner, University of Dubuque, outlined his request for the Commission. He said that he would like to add 32 parcels that currently are on the exterior of the University's ID Institutional District and incorporate them into the UD campus. He said some of the lots are vacant and some have homes on them. He said that there are no concrete plans at this time for these parcels, except for one parcel next to 959 McCormick Street which will accommodate a new licensed child care center.

Don Pfohl, 1895 Bennett Street, spoke in opposition to the request noting parking problems in the neighborhood. He said that the students consume most of the available on-street parking.

Andy Rettenmeier, 1854 Bennett Street, said that he is opposed to the rezoning due to parking issues. He said that the UD currently does not have enough staff to police the existing student parking areas and that this rezoning will exacerbate existing parking problems.

Mr. Steiner said that the rezoning request will not change the parking status quo. He said that the neighbors have the option to form a residential parking permit district. He said that it is difficult and expensive to police student parking.

Staff Member Kritz outlined the staff report noting the University of Dubuque's ID Institutional District rezoning history. He said that there will be no immediate changes to the existing property, except for the addition of a licensed child care center on McCormick Street. He discussed the current campus configuration and the areas to be incorporated into the ID District. He discussed the residential parking permit district process and the ability of the University to further restrict its student parking.

Chairperson Stiles asked about parking issues at other area colleges. Staff Member Kritz noted that there are some residential parking permit district adjacent to the Loras College campus. Mr. Steiner discussed the locations of the restricted parking.

Commissioner Christ felt that signage serves as a deterrent to student parking. Commissioner Hardie asked if students are required to have University stickers on their vehicles. Mr. Steiner replied that the students registered to park on campus have stickers; however, many students do not register their vehicles.

Commissioners discussed traffic circulation and parking problems and felt that the University should try to reach an accommodation with the neighboring properties. Commissioners discussed the option to have the University require students to register all cars. Commissioners felt that a comprehensive campus and neighborhood parking program should be studied.

Chairperson Stiles said that he would support the rezoning request with the addition of restricted parking signs. Commissioner Norton said that the expansion ultimately will enable the University to exert greater control over parking around the campus. He said that the neighbors have the option to form a neighborhood residential parking permit district. Commissioner Christ asked if the Commission can direct the University to work with the neighbors to resolve the parking issues. Commissioner Hardie expressed qualified support with the caviat that the University work to resolve parking problems.

Motion by Christ, seconded by Miller, to approve the amendment to the University of Dubuque ID District. Motion carried by the following vote: Aye - Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay - None.

ACTION ITEM\ ASSESSMENT OF SIGNIFICANT CHANGE: Application of Tim Conlon for approval of the Assessment of Significant Change for property located at the 300 Block of Wartburg Place to determine whether a proposed change from the adopted conceptual plan is significant and warrants a new application.

Tim Conlon, Conlon Development, was not in attendance.

Staff Member Kritz discussed the proposed changes. He detailed the original conceptual development plan versus the two new proposals. He said that the new proposals would have between 28 to 34 units. He said the proposals would not change the density and potentially be more residential in character. He reviewed the elevations of the villa dwelling units compared to condominium apartment units.

Commissioner Miller said that the new proposal is more compatible with the adjacent land use and may have less of an impact on the seminary. Commissioner Norton asked if the Commission needed to specify one of the two conceptual plans provided by the applicant. Staff Member Kritz said that the developer is looking for the flexibility to use either concept depending on what the market demands.

Chairperson Stiles said he supports the new concepts as they do not significantly change the number of units or the setbacks.

Motion by Hardie, seconded by Miller, to confirm the Commission's decision that the proposed changes to the Planned Unit Development at 300 Wartburg Place do not constitute a significant change. Motion carried by the following vote: Aye – Hardie, Christ, Norton, Miller, Henschel and Stiles; Nay – None.

ITEMS FROM STAFF: Staff Member Kritz discussed the new FEMA DFIRM maps and the proposed expansion of the flood plain in the Downtown Dubuque area. He said that City staff has expressed concerns with the incorporation of many more properties into the flood plain in

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the North End neighborhoods. He said that the City has undertaken mitigation that should improve drainage in the area and that the City will discuss the map issue with FEMA.

ADJOURNMENT: The meeting adjourned at 7:00 p.m.

Respectfully submitted,



Kyle L. Kritz, Associate Planner

Adopted—September 2, 2009

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