



Approved

**MINUTES  
ZONING ADVISORY COMMISSION**

**REGULAR SESSION**

Wednesday, July 1, 2009

6:00 p.m.

City Council Chamber  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa

---

**PRESENT:** Vice Chairperson Charles Miller; Commissioners Ron Smith, Martha Christ, Patrick Norton and Tom Henschel; Staff Members Laura Carstens, Kyle Kritz, Guy Hemenway and Wally Wernimont.

**ABSENT:** Chairperson Jeff Stiles and Commissioner Stephen Hardie.

---

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

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

**MINUTES:** The minutes of the June 3, 2009 meeting were approved unanimously as submitted.

**ACTION ITEM\FINAL PLAT:** Application of James & Doris Graf for approval of the Final Plat Graf Farm Subdivision, located at 15283 Humke Road in Dubuque County.

James Graf, 15275 Humke Road, said that he has lived at this address for 75 years. He said that he would like to give two parcels of land to his daughters.

Staff Member Kritz discussed the previous plat request noting that the property is located in the county within the City's two-mile extraterritorial jurisdiction. He said that the County Supervisors did not approve the previous plat because of the inability to obtain a mortgage release for one of the lots. As a result, Mr. Graf has resubmitted a modified plat. He said that the new final plat is the same as the previous submitted final plat with the exception of removing the aforementioned lot. He recommended the Commission approve the final plat subject to waiving Article IV, except for Section 42-19, Lots & Blocks.

Motion by Christ, seconded by Norton, to approve the Final Plat of Graf Farm Subdivision, subject to waiving Article IV, Design Improvement Standards of the City of Dubuque Subdivision regulations, except for Section 42-19 Lots & Blocks. Motion carried by the following vote: Aye –Smith, Christ, Norton, Henschel and Miller; Nay – None.

**PUBLIC HEARING\AMEND PUD:** Application of City of Dubuque/ Tom Kluck to amend the PUD located north of University Avenue between Ethel & Prys Streets to reduce the northeast side property line setback from 80 feet to 60 feet.

Staff Member Hemenway reviewed the request noting that there had been changes on the concept plan due to topography and relocation of the driveway radius subsequent to approval by the City Council. He noted that the change of the location of Building #1 requires that the ordinance be rewritten to modify the required setback. He also noted that two parking spaces will be removed from Building #2, therefore, requiring that the ordinance reflect the new parking numbers.

Mike Ruden, IIW Engineering, said the removal of two spaces from Building #2 was done to allow a side entrance to the lower level of the building.

Commissioner Norton said that the request does not represent a substantial change to the overall development.

Motion by Henschel, seconded by Christ, to approve the amendment to the PUD to reduce the north side property line setback from 80 feet to 60 feet. Motion carried by the following vote: Aye – Smith, Christ, Norton, Henschel and Miller; Nay – None.

**PUBLIC HEARING\UNIFIED DEVELOPMENT CODE:**

Staff Member Carstens outlined the Unified Development Code process discussing the incorporation of the changes recommended by the Commission and Council to Articles 1 – 10 of the Unified Development Code. She said that staff had not received any substantial input from the afternoon's open house and from the City's web site.

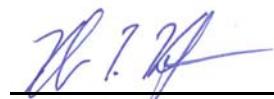
There was no one in the audience to speak regarding this agenda item.

The Commission discussed the request and felt that the UDC had been adequately modified to represent their recommended changes.

Motion by Christ, seconded by Henschel, to approve Articles 1 – 10 of the Unified Development Code, as submitted. Motion carried by the following vote: Aye – Smith, Christ, Norton, Henschel and Miller; Nay – None.

**ADJOURNMENT:** The meeting adjourned at 6:30 p.m.

Respectfully submitted,



Kyle L. Kritz, Associate Planner

---

Adopted—August 5, 2009