



Approved

**MINUTES
ZONING ADVISORY COMMISSION
REGULAR SESSION**

Wednesday, November 5, 2008

6:30 p.m.

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

COMMISSION MEMBERS PRESENT: Chairperson Jeff Stiles; Commissioners Ron Smith, Stephen Hardie, Patrick Norton, Charles Miller and Tom Henschel.

STAFF MEMBERS PRESENT: Laura Carstens, Kyle Kritz and Guy Hemenway.

COMMISSION MEMBERS ABSENT: Commissioner Martha Christ.

CALL TO ORDER: The meeting was called to order at 6:30 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 October 1 and October 22, 2008 meetings were approved unanimously as submitted.

ACTION ITEM\FINAL PLAT: Application of Buesing & Associates / Dan Conlan for approval of the Final Plat of Conlan Place located on Kemp Road in Dubuque County.

Dan Conlan asked for approval of the Final Plat of Conlan Place. He said that Dan Flogel would like to subdivide the property in order to provide building lots for his children.

Staff Member Kritz reiterated the request noting the location and configuration of the lots. He said that Lot 2 will not have frontage on a private or public street as required by City standards. He said that the County does not require lots to have frontage on a private or public street. He discussed topography and access issues for the property. He noted that the City Fire Marshal reviewed the plat and requested that a 20 foot wide paved access be provided to facilitate emergency vehicle access when Lot 2 is developed.

Commissioners discussed the request and felt that it was appropriate.

Motion by Hardie, seconded by Miller, to approve the Final Plat of Conlan Place subject to waiving Article IV Design Improvement Standards for the City of Dubuque Subdivision

Regulations, except for Section 42-19 Blocks & Lots, and requiring that a minimum 20 foot paved driveway access be provided through Lot 3 to serve Lot 2. Motion carried by the following vote: Aye – Smith, Hardie, Norton, Miller, Henschel and Stiles; Nay – None.

WORK SESSION\UNIFIED DEVELOPMENT CODE: Article 1 through Article 6

Staff Member Carstens outlined the Unified Development Code (UDC) process. She discussed the rationale for the comprehensive code rewrite. She said that the Zoning Advisory Commission's role for the work session is to review the first six articles and provide comments. She outlined the first six articles of the UDC noting recommended changes that included modified setbacks, creation of a Mixed Use Neighborhood Commercial District (C2-A), creation of an Rural Residential Overlay District (RROD) District and parking changes in the C-4 District.

Staff Member Kritz discussed the proposed setback change for commercial corner lots located adjacent to residentially zoned properties. He said that Staff's intention is to simplify and equalize the setback which, he said, will be a standard 20 feet.

The Commission discussed setback issues for commercial properties.

Staff Member Carstens discussed the definition of group homes.

Commissioner Henschel asked if the public would receive highlighted copies of the ordinance changes. Staff Member Carstens said that they would.

Commissioners discussed Articles 1 through 6 recommending numerous changes to the definitions, permitted uses and bulk standards.

ADJOURNMENT: The meeting adjourned at 8:05 p.m.

Respectfully submitted,



Kyle L. Kritz, Associate Planner



12.3.08
Adopted