

November 5, 2014

Proceedings of the Zoning Commission of University Heights, Iowa, held at the City Office, 1004 Melrose Avenue, subject to approval by the Commission at a subsequent meeting. ALL VOTES ARE UNANIMOUS UNLESS OTHERWISE STATED.

Chairperson Yeggy called the November 5, 2014 meeting of the University Heights Zoning Commission to order at 7:05 p.m.

Present: Zoning Commission Members: Alice Haugen, Kris McLure, Stuart Rosebrook and Pat Yeggy. Staff present: Attorney Ballard and Clerk Anderson. Also present were: Stepheny Gahn and Silvia Quezada.

Absent: Zoning Commission Member Larry Wilson.

The minutes of the October 30, 2014 meeting were approved, as amended, by unanimous consent. Approval of the October 22, 2014 meeting minutes were tabled to the next Zoning Commission meeting.

Public Input: None.

Reprioritize Zoning Items: Chairperson Yeggy asked the commission to prioritize the list to choose items that can be finalized prior to the moratorium expiring. Items will be grouped into two phases.

Phase 1:

- 1) Height of Accessory Structures and Buildings:
 - Define accessory structures, including garages and include visual graph of height calculation.
- 2) Building Permits:
 - Notice of requirements to neighbors for all building permits impacting size or accessory structures.

Commissioner Rosebrook added he would like to see citizens who are building within the “buildable area” and the construction impacts the drainage area, or the flow of water, or the natural drainage in the citizen’s yard, to notify the neighbors. Attorney Ballard suggested the commission consider if it will be just notice to the neighbors or if the neighbors will have a process to stop the permitting process.

- 3) New Definitions Needed:
 - Accessory buildings and use; lot lines (front); driveways and projections.

Yeggy suggested including a definition for “architectural projections” and a definition for “flatwork projections”.

- 4) Expanding Definitions:
 - Front yards, open space, green space and all yard-related definitions.
- 5) Regulating Floor-Area Ratio (FAR):
 - Determine the ratio of a building’s total area to the lot/land upon which it is constructed.

Commissioner Haugen felt that FAR would be valuable to include in Phase 1, as it will help address multiple issues.

Phase 2:

- Surface-water runoff and drainage related to proposed construction.
- Revisiting use categories.
- Preserving access to air and sunlight.
- Other matters that may improve the zoning ordinance and protect and preserve property owners’ reasonable expectations regarding use and development of property.

Recommend Yard Definitions:

Yeggy commented she would like to see good definitions for all the various yards on a property and provide a diagram to illustrate the required yards and other zoning definitions. She suggested providing the diagram in the city newsletter and on the city website. Rosebrook would like to see the addition of setbacks in the city ordinance; he does not want to micro-manage what constitutes a yard but provide definitions to citizens.

Attorney Ballard will draft the following definitions for the commission's review: front yard setback, front lot line, front yard line, side yard, side yard setback, rear yard setback and buildable area.

Yeggy would like to regulate projections to within 10 feet of the house; apart from driveway. Rosebrook disagreed and felt there were not enough complaints to change the rules governing projections. Commissioner McLure agreed and stated she wants to allow property owners "to do what they want" regarding what is in their yards.

Ballard will present a marked-up version of the current ordinance, after consultation with the City Building Inspector and City Engineer, for the commissioners at the next meeting.

Additional Public Input: Stepheny Gahn stated her name was missing from the last council meeting as an attendee. She also reminded the commission she would like them to address irregular lot lines and how to define how much is the front yard.

The next Zoning Commission meetings will be held November 12, 2014, at 7:00 pm at City Hall. A tentative meeting has been scheduled for November 20, 2014; dependent upon the commissioner's availability.

The meeting was adjourned **by unanimous consent at 8:52 p.m.**

Attest: Christine M. Anderson, City Clerk

Approved: Pat Yeggy, Chairperson