

## MINUTES

### ROLL CALL

PRESENT: Vice-Chairperson Roger Gibbs, Chairperson Tim Nefzger, Matt Tauke, Bec Willenborg  
ABSENT: Ryan Cahill, Joe Petsche

### AGENDA ITEMS

1. Approve Minutes of July 17, 2025, Planning & Zoning Committee meeting.

There were no changes or comments regarding the minutes.

Motion to approve the minutes of July 17, 2025, Planning & Zoning Committee meeting made by Bec Willenborg, Seconded by Roger Gibbs.

Voting Yea: Roger Gibbs, Tim Nefzger, Matt Tauke, Bec Willenborg

Voting Nay:

Motion carried.

2. Approve Plat of Survey (Dedication) of: Lots 1A, 1B & 2A of Kwik Trip 1288 in the City of Dyersville, Dubuque County, Iowa.

Terry Koelker with Buesing & Associates was present. He stated the plat is a dedication of streets on two sides of the Kwik Trip property. It includes parts of Hwy 136 and 12<sup>th</sup> Avenue SE. It was discovered that Gerry Hess still owned the right-of-way. This plat is dedicating it back to the city and state.

City Administrator Mick Michel stated that in the past that was how plats were done. Property owners owned parts of the street. This plat will allow the streets to be deeded to the city and state. Michel stated the city has no issues with the plat.

There was no further discussion regarding this matter.

Motion to approve the Plat of Survey (Dedication) of: Lots 1A, 1B & 2A of Kwik Trip 1288 in the City of Dyersville, Dubuque County, Iowa made by Roger Gibbs, Seconded by Matt Tauke.

Voting Yea: Roger Gibbs, Tim Nefzger, Matt Tauke, Bec Willenborg

Voting Nay:

Motion carried.

3. Application to Rezone Property from R1 Residential to R2 Residential. Application submitted by Bill Hermsen / Lake View Estates LLC.

City Administrator Mick Michel wanted to clarify that the application should include Lot 1 and Lot 2. The map in the packet is correct, but the application should include the Lots 1 and 2.

Bill Hermsen, developer, advised he is requesting to change the zoning on 6 of his lots from R1 to R2 to allow for tri-plex's or townhomes.

City Administrator Mick Michel stated that R1 only allows for 2 dwelling units where R2 allows 3 dwelling units. Michel said the building permit that was submitted meets the required setbacks and he has no issues with the request.

Hermesen stated he is combing 2 lots to allow a tri-plex to be built. He is doing one unit now and is requesting the change for 6 lots in case there is a need for them in the future. Michel stated that he requested Lot 1 and Lot 2 to be changed to avoid spot zoning. This request is in line with the comprehensive plan.

There was no further discussion regarding this matter.

Motion to approve the Application to Rezone Lots 1, 2, 18,19,20 and 21 in Lake View Estates from R1 Residential to R2 Residential made by Roger Gibbs, Seconded by Bec Willenborg.

Voting Yea: Roger Gibbs, Tim Nefzger, Matt Tauke, Bec Willenborg

Voting Nay:

Motion carried.

4. Approve Conveyance Plat of Lot 1A of Dyersville Mall, City of Dyersville, Dubuque County, Iowa. Lot 1A of part of 16th Avenue Southeast in Part of Lot 1 of "Dyersville Mall" in the City of Dyersville, Dubuque County, Iowa. Submitted by the City of Dyersville.

City Administrator Mick Michel stated Lot 1A is currently part the right-of-way. Due to the business going into the Fidelity Bank building, this part of the right-of-way will be vacated and deeded to Jumble Coffee. The code section requires the Planning & Zoning Commission to provide a report to the city council on vacation of property.

The commission asked why this was needed. Michel said Jumble Coffee will be doing more of a drive through business and will need more driveway access. The city will vacate the property, but all easements will remain. Michel stated the city council referred this to the commission for a report. This will go back to the city council and then follow the vacation process. He stated this will not affect snow removal or utilities. Michel also stated the city has no issues with the plat.

There was no further discussion regarding this matter.

Motion to approve the conveyance Plat of Lot 1A of Dyersville Mall, City of Dyersville, Dubuque County, Iowa. Lot 1A of part of 16th Avenue Southeast in Part of Lot 1 of "Dyersville Mall" in the City of Dyersville, Dubuque County, Iowa made by Tim Nefzger, Seconded by Bec Willenborg.

Voting Yea: Roger Gibbs, Tim Nefzger, Matt Tauke, Bec Willenborg

Voting Nay:

Motion carried.

## **ADJOURNMENT**

Meeting adjourned at 6:41 pm on a motion by Roger Gibbs, Seconded by Bec Willenborg.



Lori A. Panton, recording Secretary