

**SMART PLANNING  
Meeting Minutes**

**December 14, 2011**

**10:00 a.m.**

**Epworth City Hall, 191 Jacoby Dr E  
Epworth, IA 52045**

**Consortium Members**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Anna O'Shea-Dubuque County     | <input checked="" type="checkbox"/> Janet Berger-City of Epworth  |
| <input checked="" type="checkbox"/> Laura Carstens-City of Dubuque | <input checked="" type="checkbox"/> Bill Einwalter-City of Farley |
| <input type="checkbox"/> Dave Johnson (proxy)-City of Dubuque      | <input checked="" type="checkbox"/> Karen Snyder-City of Peosta   |
| <input checked="" type="checkbox"/> Beth Bonz-City of Asbury       | <input type="checkbox"/> Eric Schmechel-Dubuque SWCD              |
| <input type="checkbox"/> Mike Henry-City of Cascade                | <input checked="" type="checkbox"/> Chandra Ravada-ECIA           |
| <input checked="" type="checkbox"/> Mick Michel-City of Dyersville |   |

**Public Present**

Jim Bodnar, Dubuque County

**Staff Present**

Dan Fox, Paige Comer

### **Call to Order**

The meeting was called to order by Anna O'Shea at 10:07 a.m. The Smart Planning meeting for December 14, 2011 was held at the Epworth City Hall.

### **Approval of the Agenda**

The agenda was approved. Motion by Bonz, second by Carstens to approve the agenda for December 14, 2011. The motion passed unanimously.

### **Review and approve the minutes from the Wednesday, November 23, 2011 Smart Planning Consortium Meeting**

Minutes from the previous meeting were not available and are tabled to the meeting on January 11, 2012.

### **Discussion on Housing Goals and Objectives**

Fox presented the changes he had made to the Housing Goals and Objectives which were highlighted in the handout. The consortium gave Fox some additional suggestions and changes to make. Discussion followed. Fox will make the suggested changes to the document and send them out to the consortium before the meeting on January 11, 2012.

Motion by Einwalter, second by Bonz to approve the Housing Goals and Objectives as amended. The motion passed unanimously.

### **Discussion on Housing Chapter**

Fox shared the draft of the Housing Chapter. The consortium would like to see a correlation between rent and income on page six, and also thought that the labels needed to be changed. The consortium noticed that all graphs and illustrations need to be cited and dated.

Anyone who has more comments are to email them to Fox so he can make the necessary changes to the document before the next meeting.

### **Discuss Phase 2 of Smart Planning Process: Implementation**

Ravada reported that since the HUD Sustainable Communities grant was not funded, ECIA staff had been researching methods to implement the goals and objectives of the Smart Plan once the planning process is complete. Ravada said that the zoning ordinance of the HUD proposal would be an effective way to incorporate the smart planning principals into everyday life. Ravada stated that the project is expected to cost \$100,000. ECIA will use \$50,000 in planning funds to cover 50 % of the cost. The remaining \$50,000 would be split between the communities.

The Consortium requested a one page summary of the project that includes the differences between this project and the HUD Sustainable Communities project.

Carstens said that the City of Dubuque couldn't provide cash match as the City had updated its unified development code recently. She said that the City planning department would provide staff time and asked if staff time could be counted as in-kind match. Ravada said that that the Iowa DOT and the

FHWA had said that in-kind could not be used to match federal planning funds, but he would double check with those agencies.

Ravada explained that it might be possible to get some money from the Community Foundation of Greater Dubuque to complete this project. Ravada will set up a meeting with the Foundation to discuss the project.

### **Discuss Community Overview Chapter**

Fox shared the changes he has made to the Community Overview Chapter. Discussion followed.

### **Discuss CPAT Planning Grant Application**

O' Shea shared the copy of the CPAT application. It was due the day earlier and she hopes to do well.

### **Comments from public on an item that did not appear on the agenda**

There were no written comments received or public in attendance.

### **Report on Farley and Dyersville land use workshops**

Einwalter stated that there were about 20 people in attendance for the Farley land use workshop, three contractors, planning and zoning commission members, council members, and members of the public. The workshop lasted for two hours and went well.

Michel said that the Dyersville land use workshop was a lot shorter, but that the planning and zoning commission, and council members were in attendance. There was a lot of support for the Heritage Trail, and overall was a good workshop.

O'Shea reported that the final land use workshop would be held at 7:00 p.m. on December 20, 2011 at the Dubuque County Fire Training Center.

### **Other Business**

The next meeting will not be until January 11, 2012 at ECIA. Fox will send out a new schedule.

### **Adjournment**

Motion by Carstens, second by Michel to adjourn the December 14, 2011 Smart City Planning meeting. The motion passed unanimously. The meeting adjourned at 11:55 p.m.