

**Memorandum  
Community and Economic Development  
Department**

**To: Thomas Thomas, City Manager**

**Subject: Request for Special Use Permit for 625 10<sup>th</sup> Street**

**Date: October 7, 2014**



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Ms. Lisa Melton-Gaylor is requesting permission to apply for Special Use Permit to locate a solar-lighted freestanding sign identifying her day care home at 625 10<sup>th</sup> Street, zoned R-3 (one and two family residence) district. The Zoning Ordinance allows day care homes as permitted uses in all residential zoning districts (defined of not more than a maximum of eight children being taken for less than 24 hours in a family dwelling occupied by the attending family). The Sign Ordinance does not allow commercial signs in residential zoning districts larger than one square foot in area.

The attached letter identifies that Ms. Melton-Gaylor requests a 5' x 2.5' solar lighted freestanding sign to be located in the south front yard along 7<sup>th</sup> Avenue, located approximately four to five feet from the property line. The property is a corner lot with front yards facing west and south.

The impact of the freestanding sign on neighboring and adjoining property owners can best be determined by a public hearing. Staff believes that a Special Use Permit request is the appropriate process to consider this business use in a low density residential neighborhood.

Recommendation:

That Ms. Melton-Gaylor be allowed to apply for a Special Use Permit.

**Submitted by: Alan Fries, Urban Planner II**

**Ben Griffith, Planning and Redevelopment Administrator**

**Jeff Eder, Assistant City Manager/CED Director**

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**Approved by: Thomas Thomas, City Manager**

To: Mayor Dennis Pauly, Ivory Clark, David Conroy, PJ Foley, Stephen Tollenaer, Kate Hotle, Joy Murphy & Chuck Austin

From: Lisa Melton- Gaylor

Subject: Special Use Permit

Date: 9/29/2014

Good Morning Ladies and Gentlemen,

I am requesting permission to apply for a special use permit. I am seeking permission to post a vinyl sign that advertises and gives contact information for my home daycare. I would like to put the sign along 7<sup>th</sup> Avenue, about 4 or 5 feet into my yard. The sign is aprox. 5 foot long and 2.5 foot tall. It will be removable so we can maintain out yard work. I would like to have a solar light on the sign.



If you have any other questions, please give me a call at 563-210-4215

Thanks in advance!

Lisa Melton