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COMMUNITY DEVELOPMENT

Planning,  
Zoning,  
Building Safety,  
Construction Inspection Services,  
Public Health,  
Housing Inspections,  
Code Enforcement

**MEMORANDUM**

**To:** Zoning Board of Adjustments  
**From:** April Limburg, Planner  
**Date:** March 29, 2021  
**Re:** Appeal Case No. 37

**INTRODUCTION:** A request to allow for the conversion of an existing single-family home into a duplex Section 10-6-1 of City Code does not permit duplexes

**BACKGROUND:** Jose and Marisol Oliva has submitted a request to allow for the conversion of an existing single-family home located at 1321 E. 5<sup>th</sup> Street into a duplex. This location is in the R-3 Single Family Residence zoning district which as per City Code Section 10-6-1 does not permit duplexes.

In order for the building to be turned into a duplexes, the applicants would need to add an entrance for the upper level via a deck and a stairway. Inside there would need to be two separate furnaces installed and a fire separation are just a few things needed from the building side of things.

ZBAV-37



# APPEAL FOR VARIANCE APPLICATION

Community Development Department • Planning and Zoning • Zoning Board of Adjustment  
215 Sycamore St Muscatine, IA 52761 • PH 563.262.4141 • FAX 563.262.4142  
www.muscataineiowa.gov/26/Community-Development

## PROPERTY INFORMATION

Property Address: 1321 E. 5<sup>th</sup> St Musc. Ia. 52761  
Owner Name: Marisol Jose Olivia Business Name: Carmen & Natividad Santana  
Address: 1515 Hershey Ave. Musc. Ia. 52761  
Phone: 563-316-0190 Email: \_\_\_\_\_

## APPEAL INFORMATION

Proposed Variance Description for Appeal: deck to have excess for the tenant  
upstairs & there is plenty parking for 4 cars  
Est. trust  
Like to turn 1321<sup>st</sup> back to a duplex

## SUBMISSION REQUIREMENTS

**APPLICANT, OR REPRESENTATIVE, MUST BE PRESENT AT THE MEETING FOR ACTION TO BE TAKEN.**  
Application must be submitted two weeks prior to meeting date. Board meets the first Tuesday of each month.  
If applicable, a Site Plan must be submitted with the application.  
**FILING FEE IS \$150.00**

## SIGNATURE

I hereby certify all the information submitted above is correct, I acknowledge that I reviewed this application and provided all required documents if necessitated.

Appellant Signature: Carmen Santana Date: 2-26-21

## OFFICE USE ONLY

Date Filed: 3/1/2021 Date Fee Paid: 3/1/2021 Receipt No.: \_\_\_\_\_

Appeal Case No.: ZBAV-37 Meeting Date: 4-6-2021

Property is located on Lot 1 Block 3 Addition Brogan's in the R-3 Zoning District.

Appeal for Variance Requirement Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: \_\_\_\_\_ Date Approved: \_\_\_\_\_ Date Notice Sent: \_\_\_\_\_