



# NOTICE OF MEETING

## ROBINS PLANNING AND ZONING COMMISSION

WEDNESDAY, SEPTEMBER 20<sup>TH</sup>, 2023

5:30 P.M. @

ROBINS CITY HALL

### AGENDA:

1. Call the Meeting to Order
2. Roll Call of Members
3. Chairperson and Planning and Zoning Administrator Reports
4. Approval of the Agenda
5. Minutes of the August 16th, 2023 Meeting.
6. Motion to approve Resolution No. 2023-7 approving a 34' x 36' accessory building at 295 Northaven Drive for Tom & Marilyn Cook.
7. Review the Final Plat for the "The Village of Robins First Addition" located along Quass Road and Resolution No. 2023-8 recommending approval to the City Council.
8. Motion to adjourn.



## ROBINS PLANNING AND ZONING COMMISSION Minutes of the August 16<sup>th</sup>, 2023 Meeting

Chairperson Tim O'Hara called the meeting to order at 5:30 p.m. in the Robins City Hall on Wednesday, August 16<sup>th</sup>, 2023. Roll call was taken with Commission Members Ed Rathgeber, Todd Roberts, AJ Hester, Dennis Trachta, Jay Goodin and Tim O'Hara present along with Planning and Zoning Administrator Dean Helander, City Clerk/Treasurer Lori Pickart, and 5 guests.

Trachta moved to approve the Agenda, Hester seconded, all ayes. Rathgeber moved to approve the Minutes of the April 25<sup>th</sup> meeting, Roberts seconded and all voted aye.

Public Hearing. O'Hara opened a public hearing to hear comments and concerns relating to the rezoning request of Robins Landing LLC at 5:32 p.m. Jon Dusak of Robins Landing LLC noted they are removing the PUD zoning from the development, and rezoning the lots to R-3, Medium Density, Two-Family Residential which is a less dense usage. Susan Fornash from Hall & Hall Engineering noted both of the detention basins are being rezoned to P-1 Public Use. The public hearing closed at 5:36 p.m. Goodin moved to recommend approval of Ordinance No. 2302 to the City Council, Trachta seconded and all voted aye.

Preliminary Plat. Engineer Fornash noted the townhouse lots have been removed and replaced with R-3, Medium Density, Two-Family Residential, creating a total of 93 lots. Roberts moved to recommend approval of Resolution No. 2023-4, recommending approval to the City Council, Trachta seconded and all voted aye.

Accessory Building. Mike Fuller, 3348 Chester Road advised the Commission his desires to construct a 26'x36' accessory building on his property. He noted the siding and shingles will match his home. He noted the garage may be located 8' from his existing structure versus 4' as listed on the set of plans to accommodate the elevation of the driveway. Goodin moved to approve Resolution No. 2023-3 approving the structure, Hester seconded, all voted aye.

Plat of Survey No. 2719. Al Frey, property owner of Tradesman Square noted there are 8 structures on the property, each building having four suites. He noted the renter of building 400 rents all four suites and would like to purchase the land the building sets on. POS 2719 severs building 400 from the remaining land in Tradesman Square allowing the sale of the building and land. It was noted a Declaration of Private Stormwater Easement and Maintenance Covenant has been established along with a Declaration of Restrictive Covenants which protects the development and the detention basin. Trachta moved to recommend approval of Resolution No. 2023-5 to the City Council, Roberts seconded and all voted aye.

Trachta moved to adjourn at 5:53 p.m., Rathgeber seconded and all voted aye.

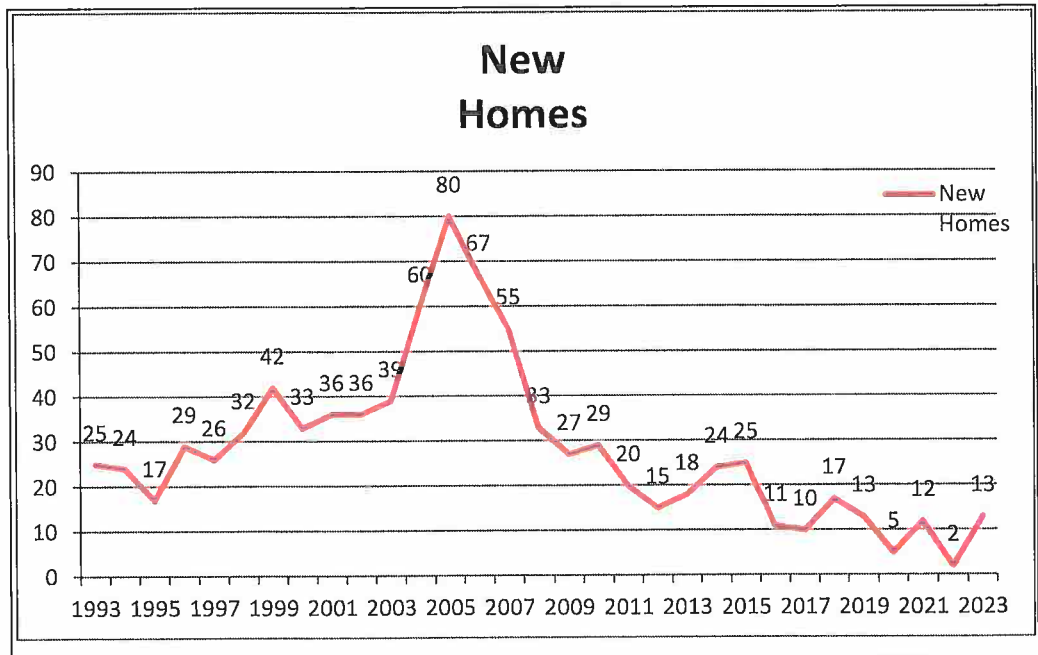
Dean Helander  
Planning and Zoning Administrator

Tim O'Hara  
Chairperson

**Robins**  
**Planning and Zoning Report**  
 August 31, 2023

Permit Number	BeginDate	Comment	PermitType	PartyName	FullAddress		City	State	Zip
					#	Street			
B23-001	04/07/23	New SFD Construction	Building		3083	Arbury Ct			
B23-002	04/14/23	New SFD Construction	Building	Rosanne Donnelly	300	Dutch Dr.			
B23-003	04/20/23	New SFD Construction	Building	Tom Shey	1965	Kaylin Ct			
B23-005	05/08/23	New Duplex/Gargae	Building	Kenwood Homes, LLC	875	Miles St.			
B23-006	05/08/23	New Duplex/Gargae	Building	Kenwood Homes, LLC	901	Miles St.			
B23-007	06/07/23	New SFD Construction	Building	B. Hancock Construction	3084	Arbury Ct.			
B23-008	06/08/23	New SFD & Garage	Building	Matt Gangestad	3082	Arbury Ct			
B23-009	07/07/23	New SFD & Garage	Building	Will & Jenna Dible	3149	Windsor Dr.			
B23-010	08/08/23	New SFD & Garage	Building	Academy Homes	460	Dutch Dr.			
B23-011	08/08/23	New SFD & Garage	Building	le March & Katherine O'Br	3084	Brimley Pass			
B23-012		New SFD & Garage	Building	im Steinke & Kathy Norm	3067	Saxton Ln			
BC23-001	03/03/23	ew Commercial Constructi	Building	FC Land LLC	3230	N. Ctr Pt. Rd #500			
BC23-002	06/21/23	ew Commercial Constructi	Commercial	Andy Eicher	3201	Eagle View Ct.			

FY2023 Permits Issued	
January	22
February	12
March	30
April	28
May	39
June	34
July	30
August	37
September	
October	
November	
December	
<b>Total</b>	<b>232</b>



# CITY OF ROBINS APPLICATION FORM FOR:

           Future Land Use/Zoning Amendment  
           Submission Preliminary Plat\*  
           Submission Final Plat\*

           Special Use  
      x       Variance  
           Appeal



Owner's Name: Tom & Marilyn Cook Filing Date: 8/30/2023  
Owner's Address: 295 Northaven Drive Phone #: 319-560-3009  
Business Name: N/A Type of Business: N/A

**ZONING AMENDMENT AND ALL PLAT APPLICATIONS** - provide the following:

Address and/or description of location:

Present Zoning:           N/A           Proposed Zoning:           N/A          

This application must be accompanied with copies of plats as prescribed in Chapter 166, Subdivision Ordinance, for subdivisions and Chapter 165, Section 11 for zoning amendments.

**SPECIAL USE - VARIANCE - APPEALS** - provide the following:

Address of location for request if different than owner or applicant:

295 Northaven Drive

**STATEMENT OF REQUEST** - Provide as much information as possible - This section must be completed for all applications:

We would like to install vertical siding on our new accessory building. The color will match that of the new home.

[Redacted area]

Thomas D Cook  
Applicant's Signature

Fee Paid 200<sup>00</sup> Rec'd By: Lori Fickert  
Check #/Receipt # 4295 Date: 8/31/23



P.O.S.

51-007

1.04 A

506

37.3

288.22

Parcel B

#2580

295

51-008

.84 A

125

125.16

294.89

295.1

80.6

92.6

130.2

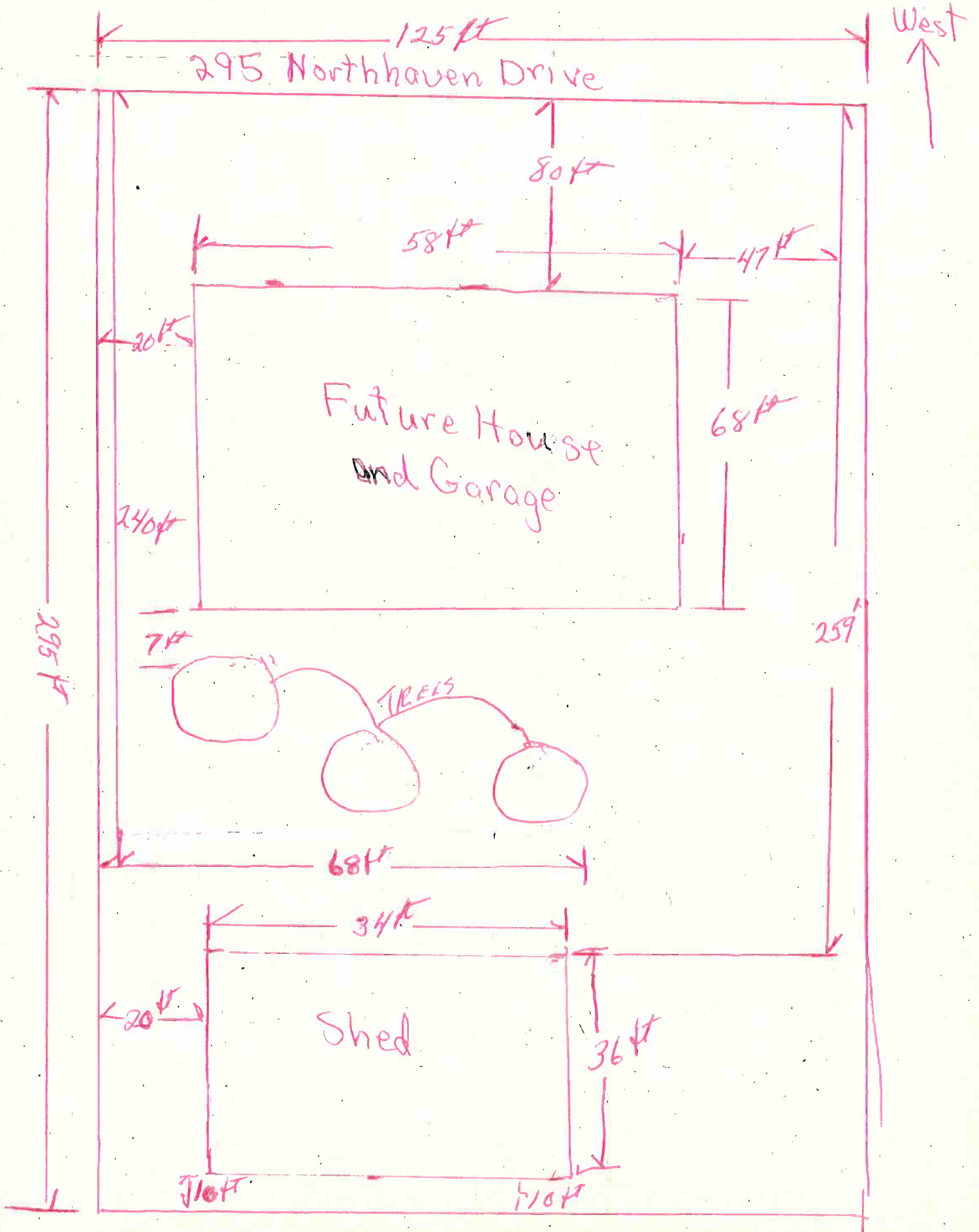
276

67.1

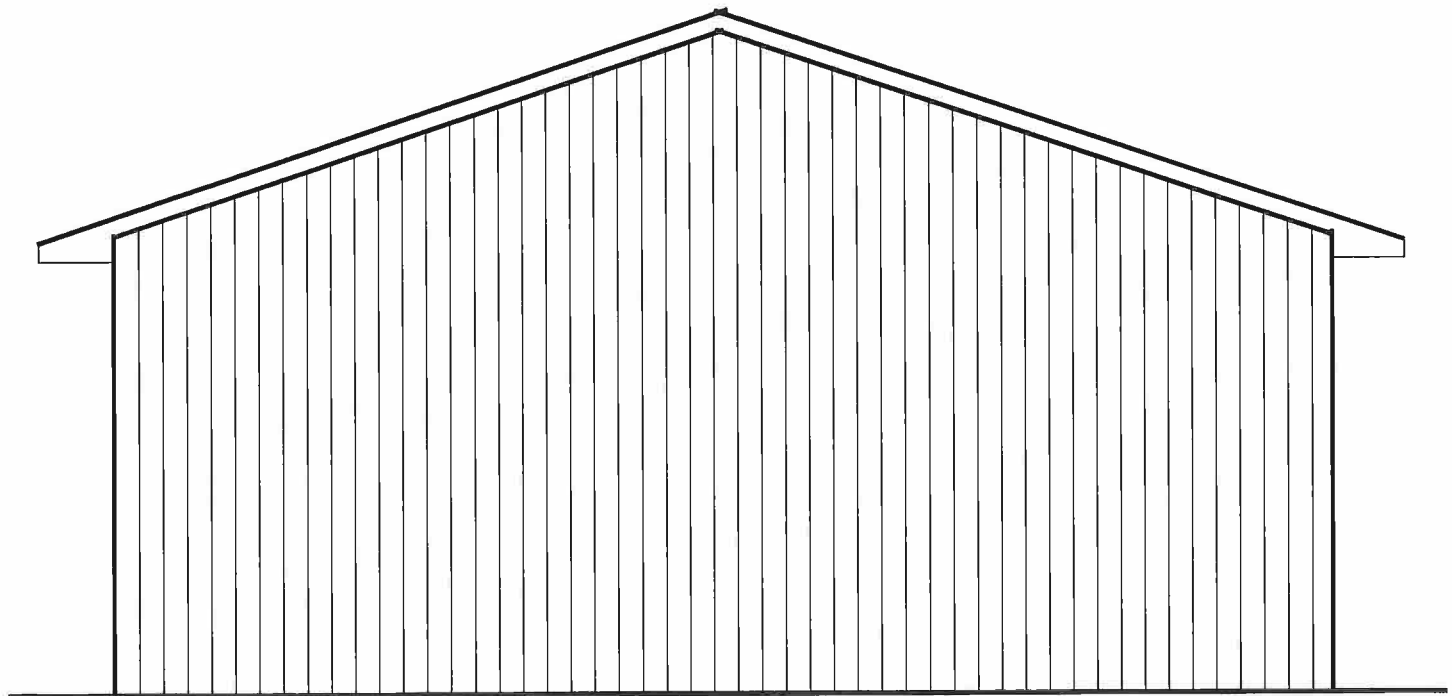
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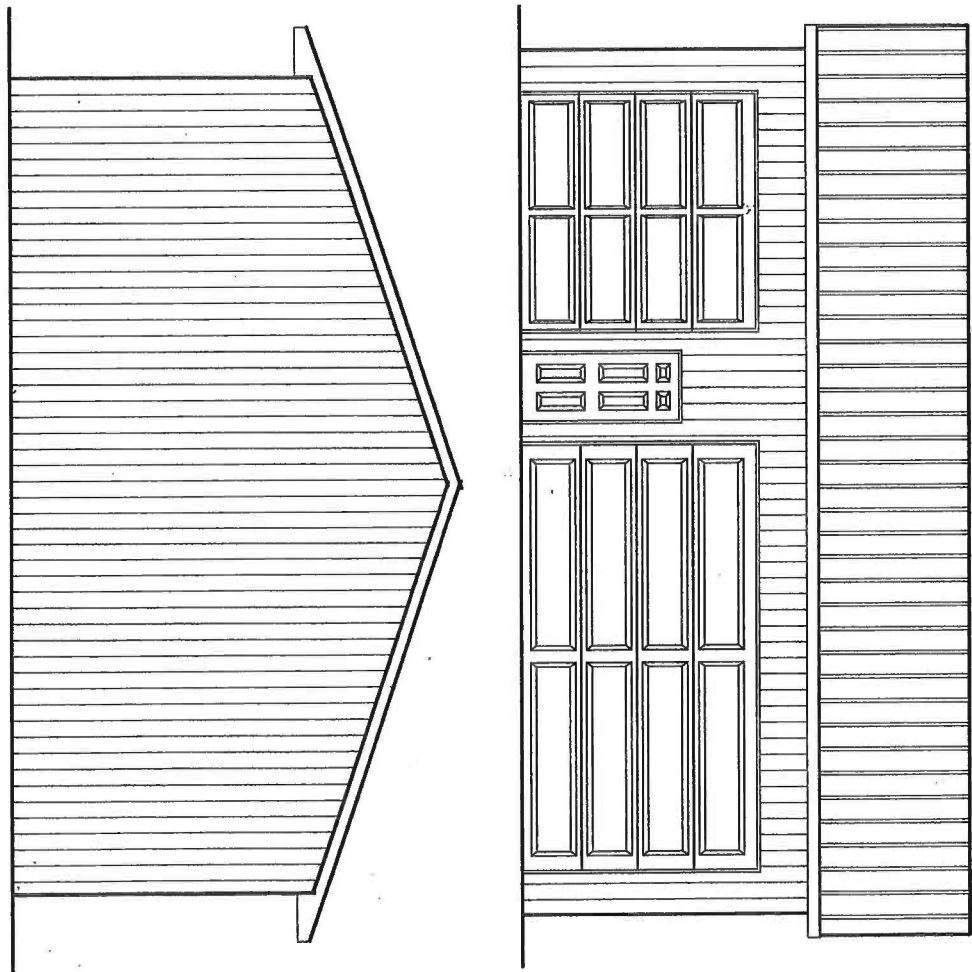
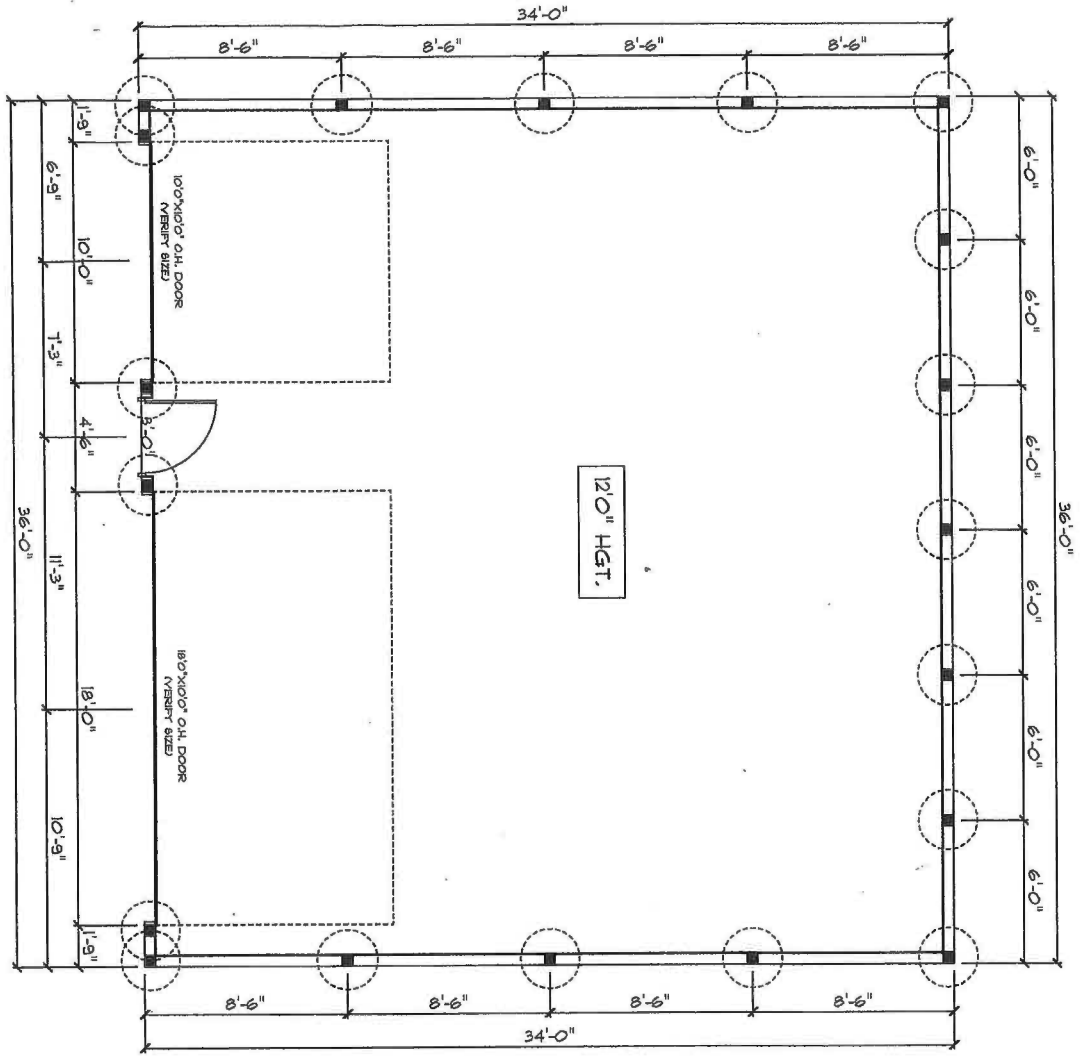
300

Northhay



Shed 295 Northhaven Drive









PLANNING AND ZONING COMMISSION  
RESOLUTION NO. 2023-7

WHEREAS, Tom and Marilyn Cook have applied for a building permit to construct at 34' x 36' (1,224 s/f) accessory building at 295 Northaven Drive in Robins, Iowa.

WHEREAS, Chapter 165, Section 19.14.g; Residential Accessory Building Permit Requirements, requires review of and approval of any accessory building over 800 square feet or over twenty feet in mean-height by the Planning and Zoning Commission.

WHEREAS, the Robins Planning and Zoning Commission met on September 20<sup>th</sup>, 2023 to consider said request, and has reviewed said request in terms of the standards of review as set forth in Robins Zoning Ordinance.

NOW, THEREFORE BE IT RESOLVED BY THE ROBINS PLANNING AND ZONING COMMISSION, AS FOLLOWS:

1. Tom & Marilyn Cook are allowed to construct at 34'x 36' (1,224 s/f) accessory building at 295 Northaven Drive in Robins, Iowa on behalf of the Planning and Zoning Commission.
2. Conditions:
  - A. The building will not be constructed on any easement on the property.
  - B. The building will be sided with the same colored as the principle building.
  - C. The property owner is responsible to ensure the accessory building is in conformance with any restrictive covenants.
  - D. The property owner shall obtain a variance from the Robins Board of Adjustment to allow non-consistent siding to the principal building on the accessory building. (Chapter 165.14.1)
  - E. The applicant shall agree with the conditions specified above by signing below.

PASSED AND APPROVED, this 20<sup>th</sup> day of September 2023.

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Tim O'Hara, Chairperson

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Dean Helander, Zoning Administrator

Agreed to this 20<sup>th</sup> day of September, 2023.

---

Tom & Marilyn Cook



September 12, 2023

Lori Pickart  
City of Robins  
265 South 2nd St  
Robins, IA 52328

RE: THE VILLAGE OF ROBINS FIRST ADDITION  
APPROVAL OF FINAL PLAT

Dear Ms. Pickart:

We have reviewed the Final Plat that was submitted on August 31, 2023 for The Village of Robins First Addition.

We find the Final Plat to be in general conformance with the City requirements and recommend approval of the Final Plat contingent on receipt of the bound documents and confirmation from the Developer's Engineer that the detention basins and drainage easements conform to the design. An escrow check has been received to cover the costs of any outstanding punch list items (route and seal of cracks, pavement curing and rip rap cleaning).

Building permits will not be issued until the punch list items are complete and accepted by the City.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink that reads 'Kelli Scott'.

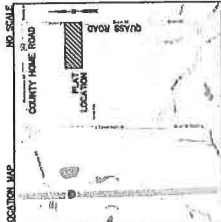
Kelli Scott, P.E.  
Project Manager

KJS/kjs

Enclosure (if applicable)

cc: Final Plat

RECEIVED  
SEP 1 2023



# FINAL PLAT THE VILLAGE OF ROBINS FIRST ADDITION LINN COUNTY, IOWA

DATE OF SURVEY:  
JULY, 2020  
AUGUST, 2023

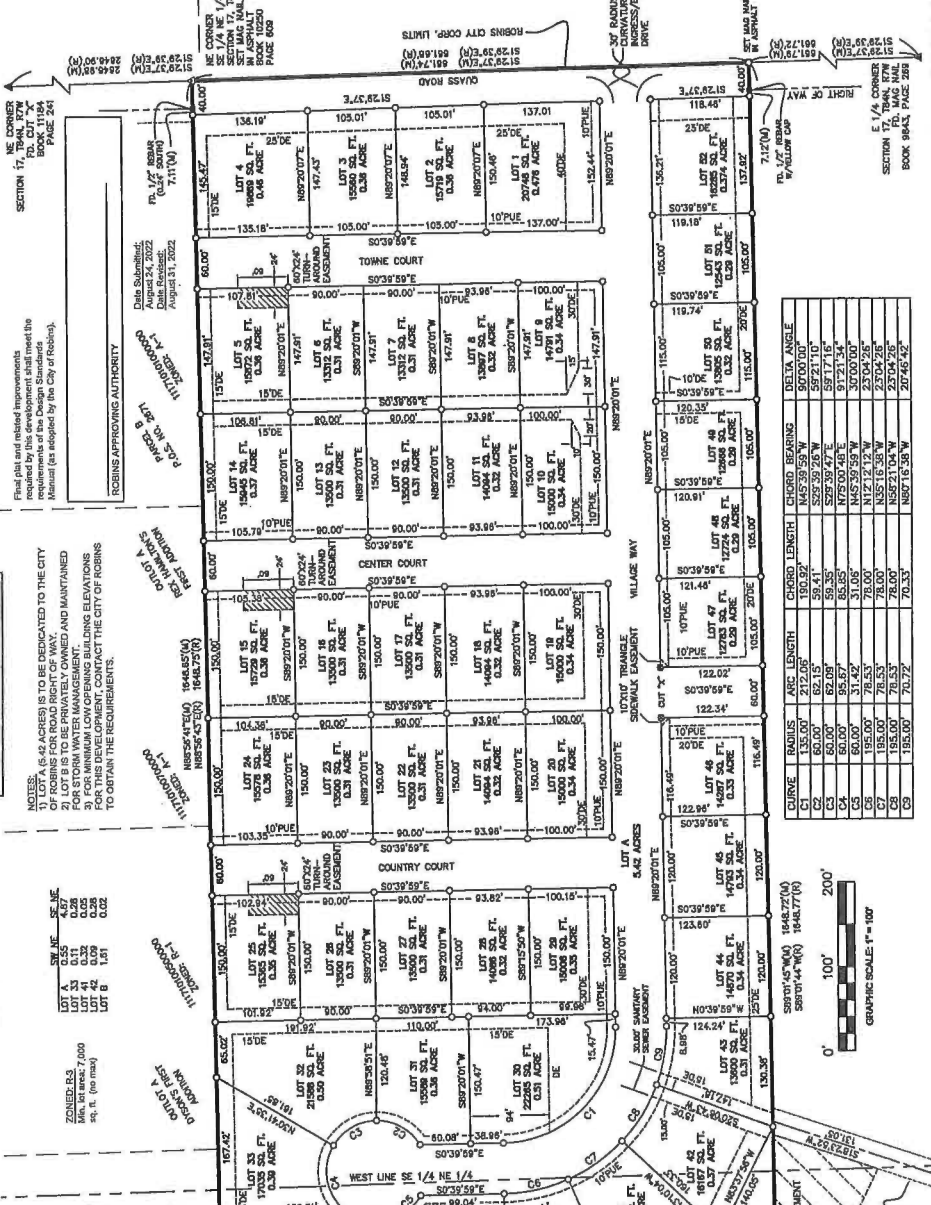
**Index Legend**  
Section 17, Township 84 North, Range 7 West  
SE 1/4 NE 1/4 SW 1/4 NE 1/4  
Parcel A, P.O.S. No. 2300

**Requestor:** Bloominging Corp.  
**Proprietor:** Fraga, Inc.  
**Surveyor:** Stephen M. Scott, P.L.S.  
**Company:** Scott Survey, Inc.  
**Return To:** P.O. Box 315  
Center Point, Iowa 52213  
email@scottsvey.com | (919) 540-5293

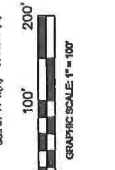
**LEGEND AND NOTES**

- CONVEYANCE SECTION CORNER, PLANO PROPERTY CORNER 2017 (as noted)
- 1/2" = 100' SCALE
- All measurements shall be ground unless otherwise noted.
- BRANDED EASEMENT
- PROPERTY BOUNDARY LINES
- RIGHT-OF-WAY LINES
- EASEMENT LINES WITH EASEMENT NOTES
- UNSATURATED AREAS
- UNSATURATED AREAS

UNSATURATED AREAS ARE IN RED AND HATCHED ON BASIS OF BEARING IS GPS GRID NORTH



CURVE	RADIUS	ARC LENGTH	CHORD BEARING	DELTA ANGLE
C1	135.00'	212.05'	N45°29'59"W	90°00'00"
C2	60.00'	62.15'	S25°29'26"W	59°21'10"
C3	60.00'	62.15'	N75°00'48"E	91°21'34"
C4	60.00'	62.15'	N45°29'59"W	30°00'00"
C5	195.00'	78.53'	N12°12'12"W	25°04'26"
C6	195.00'	78.53'	N35°16'38"W	25°04'26"
C7	195.00'	78.53'	N57°16'38"W	20°46'42"
C8	195.00'	78.53'	N87°16'38"W	20°46'42"



I hereby certify that the land described herein was properly and lawfully surveyed and that the plat hereon is a true and correct representation of the same as the same were surveyed and measured by me or under my direct supervision and in accordance with the laws of the State of Iowa.

STEPHEN M. SCOTT, P.L.S.  
Iowa License No. 13846  
My license renewed date is December 31, 2024

Project No. 2307102  
Page or sheets covered by this plat  
THIS PAGE ONLY

Local Description: Storm Basin Easement, Parcel B, P.O.S. No. 2300, the Fifth Principal Meridian, City of Robins, Linn County, Iowa, the South Half of the Northeast Quarter of Section 17, Township 84 North, Range 7 West of the Fifth Principal Meridian, Linn County, Iowa, the Northwest Corner of Parcel B, Plot of Survey No. 2300 in the South Half of the Northeast Quarter of Section 17, Township 84 North, Range 7 West of the Fifth Principal Meridian; thence N89°01'45"E along the north line of said Parcel B, 97.55 feet to the point of beginning; thence containing N89°01'45"E along said north line, 281.77 feet; thence S18°23'52"W along the westerly easement line of the Sanitary Sewer and Utility Easement found in book 10778, page 604, Office of the Recorder, Linn County, Iowa, a distance of 131.05 feet; thence N03°50'05"W, 288.47 feet to the point of beginning.

Said parcel contains 25.00 acres, subject to easements and restrictions of record.

**SCOTT SURVEY, INC.**  
195-548-5293  
email@scottsvey.com  
P.O. Box 315, Center Point, IA 52213-0315

**P&Z RESOLUTION NO. 2023-8**  
**APPROVING THE FINAL PLAT OF THE**  
**VILLAGE OF ROBINS FIRST ADDITION**

WHEREAS, A FINAL PLAT OF THE VILLAGE OF ROBINS FIRST ADDITION TO THE CITY OF ROBINS, LINN COUNTY, IOWA, containing fifty-two (52) lots numbered 1 through 52, both inclusive, and Outlot "A", has been filed with the City Planning Commission, Robins, Iowa, on August 31, 2023, and after consideration, the same is found to be correct and in accordance with the provisions of the laws of the State of Iowa and the Ordinances of the City of Robins, Iowa, in relation to Plats and Additions to Cities,

NOW THEREFORE, BE IT RESOLVED BY THE CITY PLANNING COMMISSION OF THE CITY OF ROBINS, IOWA, that said plat and dedications of said The Village of Robins First Addition to the City of Robins, Linn County, Iowa, be and the same is hereby acknowledged and approved on the part of the City Planning Commission, and this Commission hereby recommends to the City Council, the acceptance of the same, and the Chairperson and Zoning Administrator are hereby authorized and directed to certify this Resolution of approval and affix the same to said plat as by law provided.

PASSED this 20<sup>th</sup> day of September A.D., 2023.

\_\_\_\_\_  
Tim O'Hara, Chairperson

\_\_\_\_\_  
Dean Helander, Planning and Zoning  
Administrator

STATE OF IOWA)  
  ) ss  
LINN COUNTY    )

We, Tim O'Hara, Chairperson, and Dean Helander, Zoning Administrator of the City Planning Commission, Robins, Iowa, do hereby certify that the above and foregoing resolution is a true and correct copy of the resolution passed by the City Planning Commission, Robins, Iowa, on this 20<sup>th</sup> day of September A.D., 2023.

\_\_\_\_\_  
Tim O'Hara, Chairperson

\_\_\_\_\_  
Dean Helander, Planning and Zoning  
Administrator