



TENTATIVE AGENDA

ROBINS CITY COUNCIL

Monday, November 3rd, 2025

6:00 p.m. – Robins City Hall

(ONE OR MORE MEMBERS OF THE COUNCIL MAY BE ATTENDING VIA ELECTRONIC DEVICE)

AGENDA:

1. Call the Meeting to Order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Approval of the Agenda
5. Mayor's Report
6. Council Reports
7. Engineer's Report
8. Planning & Zoning Administrator Report
9. Robins Economic Development Initiative (REDI) Report
10. Citizen Comments – Agenda Items (limited to 3 minutes each)
11. Citizen Comments – Non-Agenda Items (limited to 3 minutes each)

12. CONSENT AGENDA

- a. Motion to Approve the Minutes of the October 20th meeting, the List of Bills Submitted and the following Resolutions:
 - i. **Resolution No. 1125-1 Approving Fiscal Year 2025 Annual Financial Report**
 - ii. **Resolution No. 1125-2 Approving Fiscal Year 2025 Street Finance Report**
 - iii. **Resolution No. 1125-3 Approving Fiscal Year 2025 Urban Renewal Report**
 - iv. **Resolution No. 1125-4 Setting a Public Hearing to Hear Questions and Concerns Related to Fiscal Year 2026 Budget Amendment No. 1**
 - v. **Resolution No. 1125-5 Setting a Public Hearing to Hear Questions and Concerns Related to the Adoption of Ordinance 2508 – Chapter 71, Snow Removal**
 - vi. **Resolution No. 1125-6 Approving Community Savings Bank Origination Agreement to Authorize Electronic Payments**
 - vii. **Resolution No. 1125-8 Setting a Public Hearing to Hear Questions and Concerns Related to the Adoption of Ordinance No. 2505 – Chapter 165, Zoning**

13. NEW BUSINESS

- a. First Reading of **Ordinance No. 2507** – Approving Updated Zoning Map
- b. **Public Hearing** to hear questions and concerns related to the re-zoning of certain properties within the City of Robins
- c. First Reading of **Ordinance No. 2508**, Creating Chapter 71 - Snow Removal, of the Robins Code of Ordinances
- d. First Reading of **Ordinance No. 2509**, Amending Chapter 50 – Nuisance Abatement, of the Robins Code of Ordinances, and Possible Related Action by Council

- e. First Reading of **Ordinance No. 2510**, Amending Chapter 105 – Solid Waste Control, of the Robins Code of Ordinances, and Possible Related Action by Council
- f. First Reading of **Ordinance No. 2511**, Amending Chapter 135 – Street Maintenance, of the Robins Code of Ordinances, and Possible Related Action by Council
- g. First Reading of **Ordinance No. 2512**, Amending Chapter 69 – Parking, of the Robins Code of Ordinances, and Possible Related Action by Council
- h. **Resolution No. 1125-7 Allocating Remaining Fiscal Year 2025 Budget Funds to the City's Reserve Funds**

14. OLD BUSINESS

- a. **Resolution No. 1025-11 Adopting Public Conduct Policy**
- b. **Resolution No. 1025-12 Adopting City Council Conduct Policy**
- c. Second Reading of **Ordinance No. 2505**, Amending Chapter 165 – Zoning, of the Robins Code of Ordinances, and Possible Related Action by Council

15. COUNCIL COMMENTS - *During this portion of the meeting, Council members may bring forward communications, concerns and reports on various matters. The Council will not discuss, deliberate or take action on these matters at this time, but may include them on the agenda for future meetings*

16. POSSIBLE CLOSED SESSION

- a. Enter into closed session for discussion pursuant to Iowa Code section 21.5(1)(a) to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds and/or Iowa Code section 388.9 to discuss marketing and pricing strategies or proprietary information if its competitive position would be harmed by public disclosure not required of potential or actual competitors, and if no public purpose would be served by such disclosure.
- b. Exit closed session
- c. Possible action item related to subject matters discussed in closed session.

17. MOTION TO ADJOURN MEETING



To: Mayor & Council

Date: 10/28/25

From: Kelli Scott, P.E.

CC:

RE: City Engineer's Report

CITY PROJECTS

West Main St Trail and Road Reconstruction

No Update

The total project cost for the roadway is estimated to be \$4,600,000. Robins has been awarded \$1,587,000 in FY 27 and \$1,863,000 in FY 28 for the road for a total of \$3,450,000 in federal aid.

Robins has been awarded \$860,000 in funds for the trail for FY24. The trail portion of the project is estimated to be \$1,075,000.

West Main St Overlay

LL Pelling has a few cleanup items to address, but the project is essentially complete. We are waiting for a pay request from them and will present it to council when received.

DEVELOPMENTS

Robins Landing Phase I

We have received a memo from a structural engineer regarding the construction of the intakes and will be reviewing the information to determine the next steps. The intakes are the last remaining item. Once that is complete, final occupancies will be allowed to be issued.

MISCELLANEOUS

Sewer

No Update

Water

Our attorney has sent a letter to the City Manager of CR requesting a meeting to discuss the outstanding items we have not received answers to as well as the 28E items that we feel have not been adhered to.

Streets

Kluesner hasn't finished up the work they started this summer. Kluesner has been out doing some shoulder work along NCP Rd and some patching on Main St to buy some time between the rehab project and reconstruction projects. They are supposed to be returning to finish the shoulder work on NCP.

Bridges

I have reached out to IBC on scheduling the repair work for the N Mentzer Rd bridge. When we determine when the work will take place we will let council know.

City staff is planning on doing some work to the expansion joints on the Main St and N Troy bridges, weather permitting.

Drainage

Rathje performed some work on 10/24 on the SE Trunk Sewer project where the material was disappearing below the pavers. A hickenbottom was added to provide a "vent" which will hopefully give the air a place to go instead of continuing to displace the bedding material. City staff will continue to work on areas where the topsoil is being washed away during large rainfall events. Most of these areas are localized and the rest of the project has established vegetation well.

Ordinance Updates

Several ordinances are on the agenda for the first reading.

CIP

No Update

Tower Terrace Road

No Update

The project did NOT receive the BUILD grant.

The total project cost is estimated to be \$47.6M, with Robins' estimated obligation for the project to be \$8,585,842. If all grants are awarded, Robins' estimated contribution is \$287,267.

Indian Creek and Dry Run Creek Sanitary Sewer

No Update

The projects are continuing as scheduled.

Segment 11 has a project completion date of June 1, 2025 and is estimated to be 50% complete as of December 19th. Robins total contribution is estimated to be \$2,023,870 (down from \$2,140,547) for Segment 11.

As of December 5th, Segment 7 was essentially complete with some potential seeding expenses to come in the Spring on 2025. Robins total contribution is estimated to be \$3,029,381.40 (up from \$2,995,608) for Segment 7.

Transportation Technical Advisory Committee (TTAC)

No Update.

NCP Rd from Main St to CHR made it into the fiscally constrained plan for the 2030-2034 timeband. This project has been incorporated into the CIP due to the grant availability.

28-E Agreements

No Update.

No additional conversations have been had regarding the 28E for sewer.

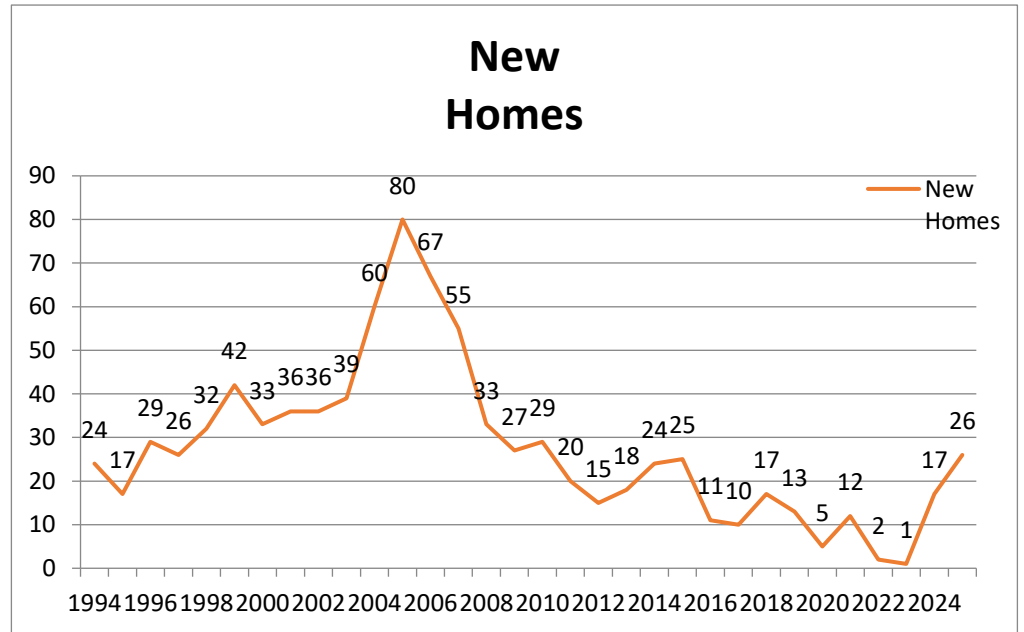
No future meetings are currently scheduled.

Planning and Zoning
October 2025

Permit Number	BeginDate	Comment	PermitType	PartyName	FullAddress	
					#	Street
B25-001	3/11/2025	New SFD, w/finished bsmt	Building	Stonegate Custom Homes	520	Trailside Ct
B25-002	3/11/2025	New SFD, unfinished bsmt	Building	Cedar Ridge Homes	3340	Village Way
B25-003	3/11/2025	New SFD, w/finished bsmt	Building	Cedar Ridge Homes	3354	Village Way
B25-004	4/8/2025	New SFD w/finished Bsmt	Building	Jerry's Homes	3329	Center Ct
B25-005	4/8/2025	New SFD w/unfinish Bsmt	Building	Jerry's Homes	3339	Center Ct
B25-008	4/24/2025	New SFD, w/finished bsmt	Building	Academy Homes	535	Trailside Ct
B25-009	4/25/2025	New Zero-LL on Slab, No Bsmt	Building	Ramler Construction	305	Dutch Dr.
B25-010	4/25/2025	New Zero-LL on Slab, No Bsmt	Building	Ramler Construction	325	Dutch Dr.
B25-011	5/1/2025	New SFD, w/finished bsmt	Building	K&A Homes	3000	Trailside Dr
B25-012	5/5/2025	New SFD, w/finished bsmt	Building	Academy Homes	385	Dutch Dr.
B25-013	5/5/2025	New SFD, w/finished bsmt	Building	First Construction	525	Trailside Dr.
B25-014	5/7/2025	New SFD, w/finished bsmt	Building	JP Homes	3120	Windsor Dr
B25-015	5/13/2025	New SFD, w/finished bsmt	Building	Structure Builders	515	Trailside Ct
B25-018	5/19/2025	New Zero-LL/Finished Bsmt	Building	Dean Rector	340	Dutch Dr.
B25-019	5/19/2025	New Zero-LL/Finished Bsmt	Building	Dean Rector	360	Dutch Dr.
B25-020	6/4/2025	New SFD w/finished bsmt	Building	Platten Construction	3010	Trailside Dr
B25-022	6/12/2025	New SFD w/finished bsmt	Building	Skogman Construction	3362	Village Way
B25-023	6/25/2025	New SFD w/finished bsmt	Building	Kenwood Homes	380	Dutch Dr.
B25-024	7/11/2025	New SFD w/Finished Bsmt	Building	Kinney Construction	1945	Kaylin Ct
B25-029	9/26/2025	New SFD w/Unfinished Bsmt	Building	Jerry's Homes	3319	Center Ct
B25-030	9/29/2025	New SFD w/Partial Bsmt Finish	Building	Tony Deutmeyer	3071	Saxton Ln
B25-031	10/13/2025	New SFD w/Unfinished Bsmt	Building	Jerry's Homes	3350	Center Ct

Planning and Zoning
October 2025

Year	New Homes
1992	25
1993	25
1994	24
1995	17
1996	29
1997	26
1998	32
1999	42
2000	33
2001	36
2002	36
2003	39
2004	60
2005	80
2006	67
2007	55
2008	33
2009	27
2010	29
2011	20
2012	15
2013	18
2014	24
2015	25
2016	11
2017	10
2018	17
2019	13
2020	5
2021	12
2022	2
2023	1
2024	17
2025	26





REDI Monthly Council Report

November 2025

REDI is submitting these monthly reports to the Robins City Council to better inform the council of economic development activity. We hope the council understands that some of the information needs to be in general form, as businesses may not want plans to be public yet.

Developments

Robins Landing

- Residential – There will eventually be a total of 95 lots. The first plat has roughly half of the lots. There are currently 10 lots sold, with six houses under construction. Lots are being sold, and any builder can be used to construct the house. **One additional lot has been sold, and one additional house has started construction.**
- Commercial – This area is toward Tower Terrace Road along the Cedar Valley Nature Trail. Now that housing has started, developer Jon Dusek plans to begin discussions with potential businesses. Completion of Tower Terrace Road will have a significant impact on commercial development in this area.
- Robins Landing Park – The city determined that it wanted to create a large park for the entire area along the nature trail, rather than many small parks as the rest of the area develops. A trail connection and parking lot will be constructed as part of the development agreement when Hawkeye Drive is connected through. **The ITC Midwest Trail will also originate at the parking lot in Robins Landing Park.**
- Planned Light Industrial – This portion of the development along Tower Terrace Road has been sold to an entity controlled by Tim Wilson. He has the property listed with GLD Realty as build-to-suit.

Eagle View

- This is a commercial development along Center Point Road north of County Home Road. There are currently eight lots sold, with four buildings constructed.

Village Addition

- This is a residential development along Quass Road. There are currently 24 lots sold, with 10 homes currently occupied or under construction.

Sandridge Estates

- There are currently six lots sold, with five homes currently occupied or under construction.



Woods Edge at Dry Creek

- Developer Mark Woods has been developing this area for many years. Many homes and duplexes have been constructed, with remaining available lots. There is additional land that may be developed.

Other Land for Sale

- A commercial lot on Center Point Road across from Eagle View
- Commercial land at Center Point Road and County Home Road by Tradesman Square
- Commercial land across from Otter Creek County Store
- 40 acres of land along Center Point Road north of Main Street
- 140 acres of land along Quass Rd
- 12 acres of land zoned residential for sale at Mentzer Road and East Knoll

Additional Information

If we miss any developments or development land for sale, please let us know, and we will add it to our next report.

Attached is a spreadsheet that shows the changes in assessed values for properties in Robins. The source of the information is at the bottom of the spreadsheet. It shows several things:

- 1. The assessed value of property in the city has risen substantially.**
- 2. The city is heavily reliant on residential property taxes. They are currently subject to a rollback, so there is less tax revenue on residential property compared to the same value of commercial property. The state legislature has discussed changes to the rollback and other property tax changes, so those should be closely monitored by the city.**
- 3. The number of commercial properties and the value of commercial properties continue to grow, but they still account for only 6% of the valuation.**

REDI would like to discuss with the council where they desire future tax revenue growth to come from so that decisions can be made to benefit the City of Robins.

Robins property valuations

	2016	% commercial	2020	% commercial	2025	% commercial
	number		number		number	
ag	\$ 5,069,800		\$ 3,221,200		\$ 4,788,900	
residential**	\$ 335,240,800	1206	\$ 381,172,700	1248	\$ 548,812,660	1292
commercial	\$ 13,618,090	22	\$ 19,533,890	24	\$ 35,121,740	40
Industrial	\$ -		\$ -			
residential 3+(Emory Place)	\$ 3,539,910	1	\$ 4,672,610	1	\$ 9,331,000	1
	\$ 357,468,600		\$ 408,600,400		\$ 598,054,300	

Source - Linn County Assessor website Reports - Annual Reports - Abstract Reports

** includes residential dwellings on Ag property



Minutes of the October 20th, 2025 City Council Meeting

Unofficial meeting minutes until approved by Council

The regular meeting of the Robins City Council was called to order at 6:00 p.m. on Monday, October 20, 2025, at Robins City Hall, 265 S. 2nd Street, by Mayor Chuck Hinz. Following the Pledge of Allegiance, roll call was taken with the following Council members present: Leigh Cook, JD Smith, Dave Franzman, and Mike Foley. Councilor Cary Smith was absent. Also in attendance were City Clerk Lisa Goodin, Deputy City Clerk Rhonda Kortenkamp, City Engineer Kelli Scott, City Attorney Holly Corkery, Zoning Administrator Vance McKinnon, Police Chief Andy Humphrey, Fire Chief Keith Feldkamp, Building Official/Public Works Superintendent Mike Kortenkamp, and Detective Greg McGivern. A motion to approve the agenda was made by Councilor Franzman, seconded by Councilor JD Smith, and carried unanimously.

CITIZENS COMMENTS: Bryce Ricklefs, developer of Eagle View 1st Addition addressed Council regarding the 2nd reading of Ordinance No. 2505. Mr. Ricklefs requested the ordinance be edited to allow tournaments to be played at "sports practice facilities" as allowed in lots zoned as PMI. Mr. Ricklefs detailed the unfortunate timing of the City's re-zoning efforts to align certain Commercial and Industrial properties in Robins with the recently-adopted Future Land Use Map, as he currently had a buyer for Lot 6 of the Eagle View Development whose intended use of the property did not align with the proposed re-zoning from C-2 to PMI. Joe Suchan, 115 Morrison Dr. addressed Council, relaying his concerns regarding the new home construction occurring on an adjacent lot, which has resulted in the placement of dirt in the drainage easement. Engineer Scott replied that she has spoken with the lot owner and the site will be restored prior to the issuance of the Certificate of Occupancy, further providing that she had shared this information with Mrs. Suchan.

CONSENT AGENDA: The Consent Agenda, included approval of the September 29th, September 30th and October 6th, 2025 City Council Meeting minutes, and the list of bills submitted. The consent agenda was approved following a motion by Councilor JD Smith and seconded by Councilor Franzman, with all members present voting in favor.

NEW BUSINESS: Mayor Hinz opened a Public Hearing regarding Amendment No. 1 to the Fiscal Year 2026 Budget at 6:18 p.m. Clerk Goodin described the nature of the amendment, primarily to allow payment of the final invoices related to Segments 7 & 11 of the Indian Creek Sewer Upgrade project. Hearing no comments, Mayor Hinz closed the hearing at 6:20 p.m. **Resolution No. 1025-8 Approving Amendment No. 1 to the Fiscal Year 2026 Municipal Budget.** Councilor Cook motioned for approval with Councilor Foley seconding. Upon a roll-call, all votes were aye. The resolution passed. At 6:21 p.m. Mayor Hinz opened a Public Hearing relating to the adoption of the 5-Year Capital Improvement Plan for Fiscal Year 2027. Hearing no comments, the hearing was closed at 6:22 p.m. **Resolution No. 1025-9 Approving Adoption of 5-Year Capital Improvement Plan for Fiscal Year 2027.** Councilor Franzman motioned for approval, with Councilor JD Smith seconding. Upon a roll-call, all votes were aye. The Resolution passed. At 6:22 p.m. Mayor Hinz opened a Public Hearing related to the adoption of the updated Future Land Use Map (FLUM) for the City of Robins. Hearing no comments, the hearing was closed at 6:23 p.m. **Final Reading of Ordinance No. 2501, Amending the Future Land Use Map for the City of Robins.** Councilor J. Smith motioned for approval of the ordinance; Foley seconded. Upon roll-call, all votes were aye. The ordinance was adopted. **Resolution No. 1025-10 Approving Release of Developers Agreement for the Village of Robins, 1st Addition.** Councilor Cook motioned for approval; Councilor JD Smith seconded. Upon roll-call, all votes were aye and the resolution passed. **Resolution No. 1025-11 Adopting a Public Conduct Policy for the City of Robins, Iowa.** Councilor Smith stated he would not support the policy due to the three-minute limit imposed on public comments and the short timeline Council was provided for consideration of the policy. Councilor Cook motioned to table the resolution to allow for additional consideration by Council. Councilor JD Smith seconded with all votes being aye. The resolution was tabled. **Resolution 1025-12 Adopting a City Council Conduct Policy for the City of Robins, Iowa.** Councilor JD Smith stated he would like more time to consider this policy, as well. Councilor Franzman motioned to table the resolution, with Councilor Foley seconding. All votes were aye and the resolution was tabled. **Resolution No. 1025-13 Awarding Quotation Relating to North Mentzer Rd. Bridge South**

Approach Repairs. Engineer Scott described the need to repair the south-bound approach due to heavy truck traffic. Councilor Cook motioned to approve the resolution, approving the quotation of \$58,544 from Iowa Bridge & Culvert. Councilor JD Smith seconded; all votes were aye. The Resolution passed. **Discussion of Issuer Fees relating to the issuance of the Xavier Schools Revenue Bond.** Councilor Foley motioned his support of requesting \$10,000 in issuer fees; Councilor Cook seconded. Upon roll call, all votes were aye.

OLD BUSINESS: **Final Reading of Ordinance No. 2502, Amending Chapter 153, Plumbing Code, of the Robins Code of Ordinances.** Councilor Smith motioned for approval of the ordinance; Councilor Franzman seconded. Upon roll-call, all votes were aye and the ordinance was adopted. **Final Reading of Ordinance No. 2503, Amending Chapter 154, Mechanical Code of the Robins Code of Ordinances.** Councilor Cook motioned for approval; Councilor Foley seconded. Upon roll-call, all votes were aye and the ordinance was adopted. **Final Reading of Ordinance No. 2504, Electrical Code, of the Robins Code of Ordinances.** Councilor JD Smith motioned for approval; Councilor Foley seconded. Upon roll-call, all votes were aye and the ordinance was adopted. **Second Reading of Ordinance No. 2505, Amending Chapter 165, Zoning, of the Robins Code of Ordinances.** Councilor Foley motioned to table the second reading of the ordinance, in light of Mr. Ricklefs' request, to allow Council additional time to research the issue and discuss with City staff. Councilor Franzman seconded the motion and all votes were aye. The 2nd reading of Ordinance No. 2505 was tabled. **Second Reading of Ordinance No. 2506, Amending Chapter 166, Subdivision Requirements, of the Robins Code of Ordinances.** Councilor JD Smith motioned to suspend the 3rd reading and pass the ordinance upon the 2nd reading. Councilor Foley seconded and members voted unanimously in favor. Councilor JD Smith motioned to approve the ordinance upon the 2nd reading; Councilor Franzman seconded. Upon roll-call, all votes were aye and the ordinance was passed.

COUNCIL COMMENTS: Councilor Franzman commented that the Robins Civic Club had recently approved a donation of \$5,000 to the City for the purchase and installation of a flag pole at each of the City's parks as well as the continued provision of two new flags each year thereafter. Councilor Foley, at a resident's request, asked why the crosswalk on W. Main St. at the Cedar Valley Nature Trail had not been re-painted following street repairs. Engineer Scott replied that the crosswalk will not be re-painted because it is not a legal intersection and cyclists/pedestrians must stop for the posted stop signs on the trail. Councilor JD Smith questioned why an issue with the FLSA status of a City employee has not returned to a Council agenda after its removal from an earlier agenda. Mayor Hinz replied that a draft of an updated Employee Handbook, provided by the City Attorney, was on his desk and he was currently reviewing it. Councilor Smith stated that, due to ongoing budget economic concerns, perhaps the City ought to consider contracting with the Linn County Sheriff's Office for law enforcement. He reported that, following a conversation with the LCSO, he believes this option would save the City \$200,000 per year and provide for better coverage. Councilor Foley reported, on a related matter, that the City had recently extended an employment offer for a full-time police officer position with the Robins Police Department. Councilor Foley further stated that he did not believe the LCSO could not provide a quick enough response time.

ADJOURNMENT: The meeting adjourned at 6:56 p.m. following a motion by Councilor JD Smith, seconded by Councilor Foley. The motion carried unanimously

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
GENERAL					
ACCOUNTS PAYABLES					
001-050-2120	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	2,695.14	22739345	11/01/25
001-050-2121	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	4,651.46	22739345	11/01/25
	050 ACCOUNTS PAYABLES TOTAL		7,346.60		
POLICE					
001-110-6230	SCOTT HUMPHREY	REIMBURSE FOR RANGE CHARGES	24.98	33414	11/03/25
001-110-6371	ALLIANT ENERGY	225 2ND ST-POLICE	350.28	33403	11/03/25
001-110-6371	MID-AMERICAN ENERGY	PUBLIC SAFETY-POLICE	28.01	33410	11/03/25
001-110-6373	USA COMMUNICATIONS	NOVEMBER PHONES	1.00	33417	11/03/25
001-110-6408	ACCEL GROUP	MUNICIPAL INSURANCE	1,549.71	22739344	11/01/25
001-110-6419	POINT COMPUTER SERVICES	UPDATE CHIEF'S PC	1,570.07	33413	11/03/25
001-110-6509	US BANK	BATTERY PACKS	261.60	22739346	11/03/25
	110 POLICE TOTAL		3,785.65		
FIRE					
001-150-6332	BANACOM SIGNS	REFLECTIVE STRIPES	116.25	33404	11/03/25
001-150-6371	ALLIANT ENERGY	225 2ND ST-FIRE	350.29	33403	11/03/25
001-150-6371	MID-AMERICAN ENERGY	PUBLIC SAFETY-FIRE	28.01	33410	11/03/25
001-150-6408	ACCEL GROUP	MUNICIPAL INSURANCE	2,195.42	22739344	11/01/25
001-150-6504	WITMER PUBLIC SAFETY	HELMET BANDS/STRAPS	60.79	33419	11/03/25
	150 FIRE TOTAL		2,750.76		
BUILDING INSPECTIONS					
001-170-6419	POINT COMPUTER SERVICES	UPDATE MIKE'S PC	717.75	33413	11/03/25
001-170-6507	US BANK	CODE BOOK SUPPLIES	66.88	22739346	11/03/25
	170 BUILDING INSPECTIONS TOTAL		784.63		
ANIMAL CONTROL					
001-190-6490	CEDAR VALLEY HUMANE SOCIETY	STRAY ANIMAL PICK UP/CARE	335.00	33405	11/03/25
	190 ANIMAL CONTROL TOTAL		335.00		
STREETS					
001-210-6417	WENDLING QUARRIES	TOP SOIL	27.50	33418	11/03/25
001-210-6419	POINT COMPUTER SERVICES	REPAIR NEAL'S PC/MONITORS	653.92	33413	11/03/25
	210 STREETS TOTAL		681.42		
PARKS					
001-430-6310	US BANK	REPLACEMENT LOCK	1,054.18	22739346	11/03/25
001-430-6371	ALLIANT ENERGY	700 S TROY RD PARK	302.83	33403	11/03/25
	430 PARKS TOTAL		1,357.01		
POLICY & ADMIN					
001-620-6230	US BANK	RHONDA TRAINING/CLASSES	211.90	22739346	11/03/25
001-620-6373	METRO STUDIOS	WEB HOSTING/MAINT. OCTOBER	169.95	33409	11/03/25
001-620-6373	USA COMMUNICATIONS	NOVEMBER PHONES	21.00	33417	11/03/25

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
001-620-6408	ACCEL GROUP	MUNICIPAL INSURANCE	3,486.85	22739344	11/01/25
001-620-6419	POINT COMPUTER SERVICES	UPDATE RHONDA'S CAMERA	35.00	33413	11/03/25
001-620-6419	TYLER TECHNOLOGIES INC	ERP PRO FINS-J PUZZO	1,710.00	33416	11/03/25
001-620-6419	US BANK	MISC. SUPPLIES/SERVICES	6.00	22739346	11/03/25
001-620-6506	OFFICE EXPRESS	COPY PAPER	44.99	33412	11/03/25
001-620-6506	US BANK	MISC. SUPPLIES/SERVICES	196.86	22739346	11/03/25
001-620-6507	MENARDS	MISC. SUPPLIES	7.30	33408	11/03/25
001-620-6508	US BANK	POSTAGE	156.00	22739346	11/03/25

		620 POLICY & ADMIN TOTAL	6,045.85		
LEGAL					
001-640-6411	LINN COUNTY RECORDERS OFFICE	RECORDING FEE	49.00	33406	11/03/25
001-640-6411	LYNCH DALLAS PC	LEGAL SERVICES/FEES	3,519.80	33407	11/03/25
001-640-6411	SPEER FINANCIAL INC	FY24 CONTINUING DISCLOSURE	350.00	33415	11/03/25

		640 LEGAL TOTAL	3,918.80		
CITY HALL					
001-650-6320	MIENE SEPTIC TANK SERVICE	BLACK DIRT AROUND GAZEBO	200.00	33411	11/03/25
001-650-6371	ALLIANT ENERGY	ROBINS COMMUNITY CENTER	291.89	33403	11/03/25
001-650-6371	MID-AMERICAN ENERGY	CHURCH	38.56	33410	11/03/25

		650 CITY HALL TOTAL	530.45		

		001 GENERAL TOTAL	27,536.17		
ROAD USE					
ACCOUNTS PAYABLES					
110-050-2120	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	676.90	22739345	11/01/25
110-050-2121	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	1,009.38	22739345	11/01/25

		050 ACCOUNTS PAYABLES TOTAL	1,686.28		
STREETS					
110-210-6332	US BANK	MISC. SUPPLIES/SERVICES	99.99	22739346	11/03/25
110-210-6371	ALLIANT ENERGY	ROBINS STREET LIGHTS	2,360.21	33403	11/03/25
110-210-6371	MID-AMERICAN ENERGY	STREETS BUILDING	18.23	33410	11/03/25
110-210-6408	ACCEL GROUP	MUNICIPAL INSURANCE	2,970.28	22739344	11/01/25
110-210-6417	MENARDS	MISC. SUPPLIES	35.11	33408	11/03/25
110-210-6417	US BANK	STREET LINE PAINT	330.00	22739346	11/03/25
110-210-6417	WENDLING QUARRIES	CLEAN STONE	35.45	33418	11/03/25
110-210-6598	US BANK	MISC. SUPPLIES/SERVICES	168.00	22739346	11/03/25

		210 STREETS TOTAL	6,017.27		

		110 ROAD USE TOTAL	7,703.55		
SEWER					
ACCOUNTS PAYABLES					
610-050-2120	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	383.18	22739345	11/01/25
610-050-2121	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	717.24	22739345	11/01/25

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		050 ACCOUNTS PAYABLES TOTAL	1,100.42		
610-815-6371	SEWER ALLIANT ENERGY	1151 CHARLOTTE AVE	127.26	33403	11/03/25
610-815-6371	MID-AMERICAN ENERGY	KERVIN LIFT	47.90	33410	11/03/25
610-815-6408	ACCEL GROUP	MUNICIPAL INSURANCE	2,711.99	22739344	11/01/25
		815 SEWER TOTAL	2,887.15		
		610 SEWER TOTAL	3,987.57		
		Accounts Payable Total	39,227.29		
Payroll Checks					
		001 GENERAL	22,541.69		
		110 ROAD USE	4,800.07		
		610 SEWER	3,528.16		
		Total Paid On: 11/01/25	30,869.92		
		Total Payroll Paid	30,869.92		
		Report Total	70,097.21		

CLAIMS REPORT
CLAIMS FUND SUMMARY**Payroll Checks: 10/23/2025-11/03/2025**

FUND	NAME	AMOUNT
001	GENERAL	50,077.86
110	ROAD USE	12,503.62
610	SEWER	7,515.73

	TOTAL FUNDS	70,097.21

BUDGET REPORT

CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-110-6010	SALARIES- FULL TIME - POLICE	225,000.00	7,618.99	49,786.68	22.13	175,213.32
001-110-6020	SALARIES - PART TIME	.00	.00	.00	.00	.00
001-110-6031	PD RESERVE OFFICER STIPENDS	7,000.00	.00	.00	.00	7,000.00
001-110-6160	WORKER'S COMP - POLICE	.00	.00	.00	.00	.00
001-110-6170	UNEMPLOYMENT COMPENSATION	.00	.00	91.64	.00	91.64-
001-110-6210	DUES & MEMBERSHIPS	.00	.00	.00	.00	.00
001-110-6230	TRAINING-POLICE	6,000.00	24.98	1,139.98	19.00	4,860.02
001-110-6232	TRAINING - POLICE RESERVES	.00	.00	.00	.00	.00
001-110-6310	BUILDING REPAIR/MAINT - POLICE	6,000.00	.00	333.72	5.56	5,666.28
001-110-6320	GROUNDS MAINTENANCE - POLICE	.00	.00	130.33	.00	130.33-
001-110-6331	VEHICLE FUEL & OIL - POLICE	12,000.00	.00	1,415.20	11.79	10,584.80
001-110-6332	VEHICLE REPAIR/MAINT-POLICE	5,000.00	.00	251.71	5.03	4,748.29
001-110-6371	ELECTRIC/GAS UTILITIES- POLICE	6,000.00	378.29	2,554.43	42.57	3,445.57
001-110-6373	COMMUNICATIONS-POLICE	3,000.00	1.00	720.74	24.02	2,279.26
001-110-6374	WATER/SEWER UTILITIES - POLICE	.00	.00	.00	.00	.00
001-110-6408	MUNICIPAL INSURANCE - POLICE	24,150.00	.00	6,198.84	25.67	17,951.16
001-110-6419	IT SERVICES - POLICE	20,000.00	1,570.07	4,815.46	24.08	15,184.54
001-110-6491	STATE-COUNTY CHARGES - POLICE	1,200.00	.00	600.00	50.00	600.00
001-110-6493	COUNTY DISPATCH FEES	5,100.00	.00	.00	.00	5,100.00
001-110-6506	OFFICE SUPPLIES - POLICE	1,500.00	.00	.00	.00	1,500.00
001-110-6507	OPERATING SUPPLIES - POLICE	14,000.00	.00	3,124.75	22.32	10,875.25
001-110-6508	POSTAGE	.00	.00	15.81	.00	15.81-
001-110-6509	OPERATING SUPPLIES-PD RESERVES	.00	261.60	261.60	.00	261.60-
001-110-6598	POLICE DEPARTMENT ATTIRE	25,000.00	.00	280.92	1.12	24,719.08
001-110-6599	POLICE RESERVES ATTIRE	.00	.00	.00	.00	.00
001-110-6710	CAPITAL OUTLAY-VEHICLES-POLICE	25,000.00	.00	.00	.00	25,000.00
001-110-6727	CAPITAL OUTLAY-OTHER EQUIPMENT	18,000.00	.00	.00	.00	18,000.00
	POLICE TOTAL	403,950.00	9,854.93	71,721.81	17.76	332,228.19
001-130-6799	2020 DERECHO - STORM DAMAGE	.00	.00	.00	.00	.00
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
001-150-6010	FIRE CHIEF SALARY & STIPENDS	75,708.50	56.16	38,469.31	50.81	37,239.19
001-150-6160	WORKER'S COMP - FIRE	.00	.00	.00	.00	.00
001-150-6170	UNEMPLOYMENT COMPENSATION-FIRE	.00	.00	.00	.00	.00
001-150-6210	DUES-MEMBERSHIPS - FIRE	700.00	.00	.00	.00	700.00
001-150-6230	TRAINING - FIRE	4,000.00	.00	.00	.00	4,000.00
001-150-6231	MEDICAL TRAINING - FIRE	6,500.00	.00	.00	.00	6,500.00
001-150-6310	BUILDING MAINT & REPAIR - FIRE	17,500.00	.00	6,335.91	36.21	11,164.09
001-150-6320	GROUNDS MAINTENANCE - FIRE	.00	.00	130.34	.00	130.34-
001-150-6331	VEHICLE FUEL & OIL - FIRE	2,500.00	.00	813.16	32.53	1,686.84
001-150-6332	VEHICLE MAINT & REPAIR - FIRE	11,500.00	116.25	506.45	4.40	10,993.55
001-150-6371	ELECTRIG/GAS UTILITIES - FIRE	6,000.00	378.30	2,554.47	42.57	3,445.53
001-150-6373	COMMUNICATIONS - FIRE	1,800.00	.00	418.60	23.26	1,381.40
001-150-6374	WATER/SEWER UTILITIES - FIRE	.00	.00	.00	.00	.00
001-150-6408	MUNICIPAL INSURANCE - FIRE	34,500.00	.00	8,781.68	25.45	25,718.32
001-150-6412	MEDICAL/WEELNESS - FIRE	6,000.00	.00	1,340.69	22.34	4,659.31
001-150-6501	MEDICAL SUPPLIES - FIRE	2,500.00	.00	382.12	15.28	2,117.88
001-150-6504	MINOR EQUIP. PURCHASE - FIRE	3,500.00	60.79	60.79	1.74	3,439.21

BUDGET REPORT

CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-150-6507	OPERATING SUPPLIES - FIRE	.00	.00	.00	.00	.00
001-150-6598	FIRE DEPARTMENT ATTIRE	12,000.00	.00	427.73	3.56	11,572.27
001-150-6710	CAPITAL OUTLAY- VEHICLES- FIRE	355,009.00	.00	.00	.00	355,009.00
001-150-6727	CAPITAL OUTLAY-OTHER EQUI	.00	.00	.00	.00	.00
	FIRE TOTAL	539,717.50	611.50	60,221.25	11.16	479,496.25
001-170-6010	SALARIES - BUILDING INSPECTION	110,000.00	.00	4,573.49	4.16	105,426.51
001-170-6230	TRAINING- BUILDING INSEPTIONS	1,500.00	.00	609.96	40.66	890.04
001-170-6240	MILEAGE - BUILDING INSPECTIONS	1,000.00	.00	191.80	19.18	808.20
001-170-6331	VEHICLE FUEL & OIL	.00	.00	70.97	.00	70.97-
001-170-6332	VEHICLE MAINT/REPAIR-BLDG INSP	2,000.00	.00	895.09	44.75	1,104.91
001-170-6373	COMMUNICATIONS - BLDG INSPECT.	1,540.00	.00	464.07	30.13	1,075.93
001-170-6413	PAYMENT TO OTHER AGENCIES	.00	.00	318.75	.00	318.75-
001-170-6415	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
001-170-6419	IT SERVICES	.00	717.75	717.75	.00	717.75-
001-170-6507	OPERATING SUPPLIES- BLDG INSP	4,400.00	66.88	256.12	5.82	4,143.88
	BUILDING INSPECTIONS TOTAL	120,440.00	784.63	8,098.00	6.72	112,342.00
001-190-6490	ANIMAL CONTROL-HUMANE SOCIETY	500.00	335.00	335.00	67.00	165.00
	ANIMAL CONTROL TOTAL	500.00	335.00	335.00	67.00	165.00
001-210-6010	SALARIES- FULL TIME - DRAINAGE	39,856.00	2,283.95	14,765.97	37.05	25,090.03
001-210-6020	SALARIES- PART TIME - DRAINAGE	.00	.00	.00	.00	.00
001-210-6170	UNEMPLOYMENT COMP - DRAINAGE	.00	.00	.00	.00	.00
001-210-6320	MOWING COSTS	2,000.00	.00	148.45	7.42	1,851.55
001-210-6417	STREET MAINTENANCE - DRAINAGE	.00	27.50	27.50	.00	27.50-
001-210-6419	IT SERVICES	.00	653.92	653.92	.00	653.92-
001-210-6499	NPDES REQUIREMENTS	3,000.00	.00	277.75	9.26	2,722.25
001-210-6763	CAPITAL OUTLAY-BRIDGE/DRAINAGE	65,000.00	.00	18,947.52	29.15	46,052.48
001-210-6764	TREE MAINTENANCE - DRAINAGE	2,500.00	.00	.00	.00	2,500.00
001-210-6766	STORM DAMAGE COSTS	.00	.00	.00	.00	.00
001-210-6767	CAPITAL OUTLAY - STORM SEWER	.00	.00	.00	.00	.00
	STREETS TOTAL	112,356.00	2,965.37	34,821.11	30.99	77,534.89
001-230-6371	STREET LIGHTS	.00	.00	.00	.00	.00
	STREET LIGHTS TOTAL	.00	.00	.00	.00	.00
001-240-6490	TRAFFIC SIGNS	.00	.00	.00	.00	.00
	TRAFFIC SAFETY TOTAL	.00	.00	.00	.00	.00
001-290-6372	SOLID WASTE EXPENSE	25,000.00	.00	205.00	.82	24,795.00
001-290-6503	SOLID WASTE TAGS - PURCHASE	.00	.00	.00	.00	.00
	SOLID WASTE/RECYCLING TOTAL	25,000.00	.00	205.00	.82	24,795.00

BUDGET REPORT

CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-410-6490	LIBRARY CONTRACT	110,000.00	.00	49,088.02	44.63	60,911.98
	LIBRARY TOTAL	110,000.00	.00	49,088.02	44.63	60,911.98
001-430-6010	SALARIES - FULL TIME - PARKS	38,000.00	2,049.02	16,881.52	44.43	21,118.48
001-430-6020	SALARIES - PART TIME - PARKS	.00	.00	.00	.00	.00
001-430-6310	BUILDING MAINT & REPAIR-PARKS	35,000.00	1,054.18	8,006.31	22.88	26,993.69
001-430-6311	SECURITY CAMERAS - PARKS	2,000.00	.00	944.54	47.23	1,055.46
001-430-6312	SPORT/PLAYGRND EQUIP MAINT/REP	.00	.00	.00	.00	.00
001-430-6320	GROUPS MAINT & REPAIR-PARKS	.00	.00	1,508.47	.00	1,508.47
001-430-6371	ELECTRIC/GAS UTILITIES - PARKS	6,000.00	302.83	1,927.59	32.13	4,072.41
001-430-6374	WATER/SEWER UTILITIES - PARKS	.00	.00	.00	.00	.00
001-430-6490	PARK DEVELOPMENT PLANS	.00	.00	.00	.00	.00
001-430-6504	MINOR EQUIP PURCHASE-PLAYGRND	.00	.00	.00	.00	.00
001-430-6505	MINOR EQUIP PURCHASE - SPORTS	.00	.00	.00	.00	.00
001-430-6730	CAPITAL OUTLAY-PARK LAND	.00	.00	.00	.00	.00
001-430-6799	CAPITAL OUTLAY-PARK IMPROVEMEN	25,000.00	.00	.00	.00	25,000.00
	PARKS TOTAL	106,000.00	3,406.03	29,268.43	27.61	76,731.57
001-450-6320	CEMETARY MAINTENANCE	1,000.00	.00	8.42	.84	991.58
	CEMETERY TOTAL	1,000.00	.00	8.42	.84	991.58
001-499-6499	SPECIAL EVENTS	1,800.00	.00	55.80	3.10	1,744.20
	CULTURE & RECREATION TOTAL	1,800.00	.00	55.80	3.10	1,744.20
001-510-6310	CLOCK TOWER MAINT/REPAIR	1,500.00	.00	.00	.00	1,500.00
001-510-6399	ENTRANCE SIGNAGE	500.00	.00	.00	.00	500.00
	BEAUTIFICATION TOTAL	2,000.00	.00	.00	.00	2,000.00
001-521-6130	IPERS - CENSUS DO NOT USE	.00	.00	.00	.00	.00
001-521-6132	HEALTH INS- CENSUS DO NOT USE	.00	.00	.00	.00	.00
	CENSUS TOTAL	.00	.00	.00	.00	.00
001-530-6499	OTHER CONTRACTUAL SERVICE	.00	.00	.00	.00	.00
	HOUSING & URBAN RENEWAL TOTAL	.00	.00	.00	.00	.00
001-540-6010	SALARIES - PLANNING & ZONING	36,800.00	9,041.29	48,480.58	131.74	11,680.58
001-540-6099	MEETING FEES - P&Z/BoA	1,500.00	.00	656.64	43.78	843.36
001-540-6230	TRAINING - P&Z	500.00	.00	.00	.00	500.00
001-540-6240	MILEAGE/STIPENDS - P&Z	.00	.00	.00	.00	.00
001-540-6373	COMMUNICATIONS - P&Z	.00	.00	.00	.00	.00
001-540-6507	OPERATING SUPPLIES - P&Z	.00	.00	796.99	.00	796.99
	PLANNING & ZONING TOTAL	38,800.00	9,041.29	49,934.21	128.70	11,134.21

BUDGET REPORT

CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-610-6010	SALARIES - MAYOR & COUNCIL	19,500.00	400.00	7,160.00	36.72	12,340.00
001-610-6230	TRAINING - MAYOR & COUNCIL	.00	.00	.00	.00	.00
001-610-6240	GAS STIPENDS - MAYOR & COUNCIL	1,500.00	.00	420.00	28.00	1,080.00
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	MAYOR/COUNCIL TOTAL	21,000.00	400.00	7,580.00	36.10	13,420.00
001-620-6010	SALARIES - P&A	186,634.00	8,726.58	66,464.55	35.61	120,169.45
001-620-6020	SALARIES - PART TIME - P&A	.00	.00	.00	.00	.00
001-620-6170	UNEMPLOYMENT COMPENSATION-P&A	.00	.00	35.85	.00	35.85-
001-620-6210	DUES & MEMBERSHIPS - P&A	9,000.00	.00	2,297.00	25.52	6,703.00
001-620-6230	TRAINING - P&A	3,000.00	211.90	1,940.96	64.70	1,059.04
001-620-6373	COMMUNICATIONS - P&A	4,500.00	190.95	1,804.55	40.10	2,695.45
001-620-6402	LEGAL PUBLICATIONS - P&A	3,500.00	.00	1,409.73	40.28	2,090.27
001-620-6408	MUNICIPAL INSURANCE - P&A	51,750.00	.00	14,592.40	28.20	37,157.60
001-620-6414	DIGITALIZING FILES - P&A	.00	.00	.00	.00	.00
001-620-6415	BANK FEES	.00	.00	.00	.00	.00
001-620-6419	DATA PROCESSING-P&A	90,000.00	1,751.00	54,988.35	61.10	35,011.65
001-620-6420	ELECTION FEES DELETE IN FY27	3,500.00	.00	.00	.00	3,500.00
001-620-6504	COMPUTER EQUIP. PURCHASE	.00	.00	.00	.00	.00
001-620-6505	CORRIDOR MPO	6,458.00	.00	2,944.13	45.59	3,513.87
001-620-6506	OFFICE SUPPLIES-P&A	7,000.00	241.85	714.88	10.21	6,285.12
001-620-6507	MISC SUPPLIES-P&A	5,000.00	7.30	1,335.33	26.71	3,664.67
001-620-6508	POSTAGE - P&A	1,500.00	156.00	850.27	56.68	649.73
001-620-6509	OFFICE CONTINGENCIES-P&A	6,000.00	.00	1,070.89	17.85	4,929.11
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	POLICY & ADMIN TOTAL	377,842.00	11,285.58	150,448.89	39.82	227,393.11
001-630-6413	ELECTION FEES	3,500.00	.00	.00	.00	3,500.00
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	ELECTIONS TOTAL	3,500.00	.00	.00	.00	3,500.00
001-640-6406	ROBINS LANDING ENGINEERING	30,000.00	.00	9,786.70	32.62	20,213.30
001-640-6407	ENGINEERING EXPENSE - P&A	15,000.00	.00	17,621.45	117.48	2,621.45-
001-640-6411	LEGAL FEES - P&A	27,600.00	3,918.80	29,303.31	106.17	1,703.31-
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	LEGAL TOTAL	72,600.00	3,918.80	56,711.46	78.11	15,888.54
001-650-6020	SALARY -CLEANING CITY HALL	6,300.00	435.24	2,042.82	32.43	4,257.18
001-650-6310	BUILDING REPAIR/MAINT - CH	5,000.00	.00	1,677.88	33.56	3,322.12
001-650-6320	GROUNDS MAINTENANCE - CH	.00	200.00	330.33	.00	330.33-
001-650-6371	GAS/ELECTRIC UTILITIES - CH	5,150.00	330.45	2,402.03	46.64	2,747.97
001-650-6372	CHURCH OF THE BRETHREN	40,000.00	.00	.00	.00	40,000.00
001-650-6374	WATER/SEWER UTILITIES - CH	.00	.00	.00	.00	.00
001-650-6598	SERVICE CHARGES	.00	.00	.00	.00	.00
001-650-6750	CAPITAL OUTLAY-CH BUILDINGS	25,000.00	.00	.00	.00	25,000.00
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	CITY HALL TOTAL	81,450.00	965.69	6,453.06	7.92	74,996.94
001-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
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BUDGET REPORT

CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	2,017,955.50	43,568.82	524,950.46	26.01	1,493,005.04
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110-210-6010	SALARIES- FULL TIME - ROAD USE	143,100.00	6,447.92	40,500.57	28.30	102,599.43
110-210-6020	SALARIES - PART TIME- ROAD USE	.00	.00	.00	.00	.00
110-210-6170	UNEMPLOYMENT COMPENSATION-R/U	.00	.00	78.89	.00	78.89-
110-210-6199	OTHER COSTS/DRUG TESTING-R/U	500.00	.00	230.00	46.00	270.00
110-210-6310	BUILDING REPAIR/MAINT-ROAD USE	4,000.00	.00	1,389.14	34.73	2,610.86
110-210-6331	VEHICLE GAS & OIL - ROAD USE	12,000.00	.00	2,985.41	24.88	9,014.59
110-210-6332	EQUIPMENT REPAIR - ROAD USE	8,000.00	99.99	1,143.20	14.29	6,856.80
110-210-6371	ELECTRIC/GAS UTILITIES - R/U	5,000.00	2,378.44	10,566.07	211.32	5,566.07-
110-210-6373	COMMUNICATIONS-ROAD USE	9,500.00	.00	890.07	9.37	8,609.93
110-210-6374	WATER/SEWER UTILITIES-ROAD USE	.00	.00	.00	.00	.00
110-210-6407	ENGINEERING EXPENSE - ROAD USE	.00	.00	.00	.00	.00
110-210-6408	MUNICIPAL INSURANCE - ROAD USE	46,000.00	.00	13,189.12	28.67	32,810.88
110-210-6411	LEGAL EXPENSE - ROAD USE	10,000.00	.00	.00	.00	10,000.00
110-210-6417	STREET MAINTENANCE - ROAD USE	100,000.00	400.56	12,308.04	12.31	87,691.96
110-210-6430	W MAIN ST REHAB NCPR TO TULLYM	400,000.00	.00	11,156.60	2.79	388,843.40
110-210-6504	PARTS & REPAIR-ROAD USE	10,000.00	.00	1,074.40	10.74	8,925.60
110-210-6598	ATTIRE - ROAD USE	1,000.00	168.00	785.13	78.51	214.87
110-210-6599	ROCK/SAND/MATERIALS-ROAD USE	23,000.00	.00	47.18	.21	22,952.82
110-210-6723	CAPITAL EQUIPMENT PURCHASE-R/U	10,000.00	.00	.00	.00	10,000.00
110-210-6751	SOUTH BLDG ADDITION - RESERVE	20,000.00	.00	.00	.00	20,000.00
110-210-6758	BUCKET TRUCK RESERVE	4,000.00	.00	.00	.00	4,000.00
110-210-6759	BACKHOE RESERVE	4,667.00	.00	.00	.00	4,667.00
110-210-6760	TRACTOR RESERVE	4,333.00	.00	.00	.00	4,333.00
110-210-6761	SNOW TRUCK RESERVE (2024)	10,000.00	.00	.00	.00	10,000.00
110-210-6762	SNOW TRUCK #2 RESERVE (2017)	10,000.00	.00	.00	.00	10,000.00
110-210-6763	UTILITY TRUCK (2003)	13,792.00	.00	.00	.00	13,792.00
110-210-6764	UTILITY TRUCK RESERVE (2019)	12,760.00	.00	.00	.00	12,760.00
110-210-6765	WATER TRUCK RESERVE	5,000.00	.00	.00	.00	5,000.00
110-210-6769	BOBCAT RESERVE	5,000.00	.00	.00	.00	5,000.00
110-210-6770	UTILITY TRUCK RESERVE	10,707.00	.00	.00	.00	10,707.00
110-210-6791	TOWER TERRACE NEPA/ENGINEERING	.00	.00	1,410.36	.00	1,410.36-
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	STREETS TOTAL	882,359.00	9,494.91	97,754.18	11.08	784,604.82
110-230-6378	STREET LIGHTS	25,000.00	.00	7,150.46	28.60	17,849.54
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	STREET LIGHTS TOTAL	25,000.00	.00	7,150.46	28.60	17,849.54
110-240-6512	TRAFFIC REPLACEMENT SIGNS/POST	1,500.00	.00	868.68	57.91	631.32
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	TRAFFIC SAFETY TOTAL	1,500.00	.00	868.68	57.91	631.32
110-250-6010	SALARIES, SNOW	14,700.00	178.60	1,607.43	10.93	13,092.57
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	SNOW REMOVAL TOTAL	14,700.00	178.60	1,607.43	10.93	13,092.57
110-260-6407	HIGHWAY ENGINEERING EXPENSE	.00	.00	.00	.00	.00
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BUDGET REPORT
CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	HIGHWAY ENGINEERING TOTAL	.00	.00	.00	.00	.00
110-270-6417	STREET SWEEPING	5,000.00	.00	.00	.00	5,000.00
	STREET CLEANING TOTAL	5,000.00	.00	.00	.00	5,000.00
	ROAD USE TOTAL	928,559.00	9,673.51	107,380.75	11.56	821,178.25
112-110-6110	FICA - POLICE	16,065.00	573.05	3,720.58	23.16	12,344.42
112-110-6130	IPERS - POLICE	19,824.00	699.95	4,352.82	21.96	15,471.18
112-110-6132	HEALTH INSURANCE - POLICE	42,343.00	1,152.22	10,360.92	24.47	31,982.08
	POLICE TOTAL	78,232.00	2,425.22	18,434.32	23.56	59,797.68
112-150-6110	FICA - FIRE	5,240.00	4.30	3,067.09	58.53	2,172.91
112-150-6130	IPERS - FIRE	3,963.00	5.31	2,268.42	57.24	1,694.58
112-150-6132	HEALTH INSURANCE - FIRE	.00	.00	206.47	.00	206.47-
	FIRE TOTAL	9,203.00	9.61	5,541.98	60.22	3,661.02
112-170-6110	FICA - BUILDING INSPECTIONS	8,470.00	344.80	3,127.73	36.93	5,342.27
112-170-6130	IPERS - BUILDING INSPECTIONS	10,384.00	431.78	3,823.25	36.82	6,560.75
112-170-6132	HEALTH INSURANCE-BLDG INSPECT	16,837.00	601.29	5,476.29	32.53	11,360.71
	BUILDING INSPECTIONS TOTAL	35,691.00	1,377.87	12,427.27	34.82	23,263.73
112-210-6110	FICA - STREETS/DRAINAGE	13,996.00	664.09	4,203.60	30.03	9,792.40
112-210-6130	IPERS - STREETS/DRAINAGE	17,271.00	824.32	5,176.92	29.97	12,094.08
112-210-6132	HEALTH INSURANCE-STREETS&DRAIN	14,003.00	463.88	3,165.86	22.61	10,837.14
	STREETS TOTAL	45,270.00	1,952.29	12,546.38	27.71	32,723.62
112-250-6110	FICA - SNOW REMOVAL	1,125.00	13.52	122.02	10.85	1,002.98
112-250-6130	IPERS - SNOW REMOVAL	1,388.00	16.86	147.26	10.61	1,240.74
112-250-6132	HEALTH INSURANCE -SNOW REMOVAL	347.00	16.61	140.97	40.63	206.03
	SNOW REMOVAL TOTAL	2,860.00	46.99	410.25	14.34	2,449.75
112-430-6110	FICA - PARKS	2,811.00	156.49	1,281.13	45.58	1,529.87
112-430-6130	IPERS - PARKS	3,469.00	193.42	1,574.13	45.38	1,894.87
112-430-6132	HEALTH INSURANCE - PARKS	694.00	33.24	282.01	40.64	411.99
	PARKS TOTAL	6,974.00	383.15	3,137.27	44.99	3,836.73
112-540-6110	FICA - P&Z/BUILDING	2,834.00	348.87	867.85	30.62	1,966.15
112-540-6130	IPERS - P&Z/BUILDING	3,474.00	421.70	1,037.34	29.86	2,436.66
112-540-6132	HEALTH INSURANCE-P&Z/BUILDING	.00	444.38	584.47	.00	584.47-

BUDGET REPORT
CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	PLANNING & ZONING TOTAL	6,308.00	1,214.95	2,489.66	39.47	3,818.34
112-610-6110	FICA - MAYOR/COUNCIL	1,492.00	30.60	488.22	32.72	1,003.78
112-610-6130	IPERS - MAYOR/COUNCIL	1,841.00	.00	90.63	4.92	1,750.37
112-610-6132	HEALTH INSURANCE-MAYOR/COUNCIL	.00	.00	.00	.00	.00
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	MAYOR/COUNCIL TOTAL	3,333.00	30.60	578.85	17.37	2,754.15
112-620-6110	FICA - POLICY & ADMINISTRATION	14,277.00	661.40	4,803.54	33.65	9,473.46
112-620-6130	IPERS -POLICY & ADMINISTRATION	17,618.00	823.82	5,974.65	33.91	11,643.35
112-620-6132	HEALTH INSURANCE-POLICY & ADMN	22,678.00	731.73	4,496.87	19.83	18,181.13
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	POLICY & ADMIN TOTAL	54,573.00	2,216.95	15,275.06	27.99	39,297.94
112-650-6110	FICA - CITY HALL	482.00	33.30	156.27	32.42	325.73
112-650-6130	IPERS - CITY HALL	595.00	41.09	192.81	32.41	402.19
112-650-6132	HEALTH INSURANCE - CITY HALL	.00	.00	.00	.00	.00
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	CITY HALL TOTAL	1,077.00	74.39	349.08	32.41	727.92
112-910-6910	TRANSFER OUT-EMPLOYEE BENEFITS	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
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	EMPLOYEE BENEFIT TOTAL	243,521.00	9,732.02	71,190.12	29.23	172,330.88
		=====	=====	=====	=====	=====
115-440-6504	R.B.I.EQUIPMENT	.00	.00	.00	.00	.00
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	RBI TOTAL	.00	.00	.00	.00	.00
115-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	RBI BASEBALL TOTAL	.00	.00	.00	.00	.00
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121-299-6794	W.MAIN ST.RECON & TRAIL	300,000.00	.00	.00	.00	300,000.00
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	OTHER PUBLIC WORKS TOTAL	300,000.00	.00	.00	.00	300,000.00
121-430-6730	PURCHASE PARK LAND-R LANDING	.00	.00	.00	.00	.00
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	PARKS TOTAL	.00	.00	.00	.00	.00
121-520-6420	ECONOMIC DEVELOPMENT (REDI)	68,000.00	.00	31,500.00	46.32	36,500.00
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BUDGET REPORT
CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROBINS ECONOMIC DVMT TOTAL	68,000.00	.00	31,500.00	46.32	36,500.00
121-599-6425	SE TRUNK SEWER UPGRADE	.00	.00	.00	.00	.00
121-599-6795	T.TERRACE CPF GRANT SHARE	417,632.00	.00	20,515.62	4.91	397,116.38
	OTHER COMMUNITY & EC DEV TOTA	417,632.00	.00	20,515.62	4.91	397,116.38
121-750-6428	ROBINS LANDING UPSIZE&SERVICES	.00	.00	.00	.00	.00
121-750-6429	UTILITY EXTENSION RESERVE	.00	.00	.00	.00	.00
121-750-6431	HMA-SINGER HILL/N.TROY ROAD	.00	.00	.00	.00	.00
121-750-6432	1/2 KINGS WAY WATER LOOP	.00	.00	.00	.00	.00
121-750-6792	D&M WATERMAIN PROJECT	.00	.00	.00	.00	.00
121-750-6793	CAMBRIDGE/KINGWAYS WATER LOOP	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
121-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	.00	.00	.00	.00	.00
	LOCAL OPTION TAX TOTAL	785,632.00	.00	52,015.62	6.62	733,616.38
125-910-6911	TRANSFER OUT - TIF	414,078.00	.00	.00	.00	414,078.00
	TRANSFERS TOTAL	414,078.00	.00	.00	.00	414,078.00
	TIF TOTAL	414,078.00	.00	.00	.00	414,078.00
200-710-6899	BONDING FEES	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	.00	.00	.00	.00	.00
200-711-6801	PRINCIPAL-2016 GO REF (3.805M)	320,000.00	.00	.00	.00	320,000.00
200-711-6851	INTEREST-2016 GO REF (3.805M)	12,098.00	.00	.00	.00	12,098.00
200-711-6899	BOND FEES-2016 GO REF (3.805M)	600.00	.00	.00	.00	600.00
	DEBT SERVICE TOTAL	332,698.00	.00	.00	.00	332,698.00
200-712-6801	PRINCIPAL-2020 GO REF (4.755M)	255,000.00	.00	.00	.00	255,000.00
200-712-6851	INTEREST-2020 GO REF (4.755M)	16,448.00	.00	.00	.00	16,448.00
200-712-6899	BOND FEES-2020 GO REF (4.755M)	1,200.00	.00	.00	.00	1,200.00
	DEBT SERVICE TOTAL	272,648.00	.00	.00	.00	272,648.00
200-713-6801	PRINCIPAL-2024 GO I.C.(2.045M)	170,000.00	.00	.00	.00	170,000.00

BUDGET REPORT
CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
200-713-6851	INTEREST-2024 GO I.CR.(2.045M)	74,800.00	.00	.00	.00	74,800.00
200-713-6899	BOND FEES-2024 GO I.C.(2.045M)	600.00	.00	.00	.00	600.00
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	DEBT SERVICE TOTAL	245,400.00	.00	.00	.00	245,400.00
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	DEBT SERVICE TOTAL	850,746.00	.00	.00	.00	850,746.00
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301-750-6761	C/H ROAD WITH LINN COUNTY	.00	.00	.00	.00	.00
301-750-6764	TOWER TERRACE INTERCHANGE	.00	.00	.00	.00	.00
301-750-6797	BOND FEES	.00	.00	.00	.00	.00
301-750-6800	INDIAN CREEK SEWER PROJECT	85,000.00	.00	.00	.00	85,000.00
301-750-6803	DEBT - PRINCIPAL	.00	.00	.00	.00	.00
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	CAPITAL PROJECTS TOTAL	85,000.00	.00	.00	.00	85,000.00
301-910-6910	TRANSFER OUT CAPITAL PROJ	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	CAPITAL PROJECTS TOTAL	85,000.00	.00	.00	.00	85,000.00
		=====	=====	=====	=====	=====
600-810-6010	SALARIES-WATER	.00	.00	.00	.00	.00
600-810-6110	FICA-CITY SHARE - WATER	.00	.00	.00	.00	.00
600-810-6130	IPERS-CITY SHARE - WATER	.00	.00	.00	.00	.00
600-810-6132	HEALTH INSURANCE - WATER	.00	.00	.00	.00	.00
600-810-6371	UTILITIES-WATER	12,000.00	.00	1,285.84	10.72	10,714.16
600-810-6492	WATER-PUMP RESERVES	30,000.00	.00	.00	.00	30,000.00
600-810-6507	OPERATING SUPPLIES - WATER	5,000.00	.00	.00	.00	5,000.00
600-810-6790	CAPITAL IMPROVEMENT	.00	.00	.00	.00	.00
600-810-6799	WATER MAIN UPSIZING	.00	.00	.00	.00	.00
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	WATER TOTAL	47,000.00	.00	1,285.84	2.74	45,714.16
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	WATER TOTAL	47,000.00	.00	1,285.84	2.74	45,714.16
		=====	=====	=====	=====	=====
610-815-6010	SALARIES- FULL TIME - SEWER	103,371.00	4,768.15	36,485.53	35.30	66,885.47
610-815-6020	SALARIES - PART TIME - SEWER	.00	.00	.00	.00	.00
610-815-6110	FICA - CITY SHARE - SEWER	7,960.00	358.62	2,650.79	33.30	5,309.21
610-815-6130	IPERS - CITY SHARE - SEWER	9,717.00	450.05	3,340.97	34.38	6,376.03
610-815-6132	HEALTH INS. CITY SHARE - SEWER	19,393.00	713.37	6,650.65	34.29	12,742.35
610-815-6350	SEWER MAINTENANCE	27,000.00	.00	5,541.89	20.53	21,458.11
610-815-6371	GAS/ELECTRIC UTILITIES - SEWER	7,200.00	175.16	2,517.19	34.96	4,682.81

BUDGET REPORT
CALENDAR 11/2025, FISCAL 5/2026

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
610-815-6399	INFILTRATION-SEWER	40,000.00	.00	.00	.00	40,000.00
610-815-6407	ENGINEERING EXPENSE	.00	.00	.00	.00	.00
610-815-6408	MUNICIPAL INSURANCE - SEWER	34,500.00	.00	10,847.96	31.44	23,652.04
610-815-6411	LEGAL EXPENSE - SEWER	5,000.00	.00	.00	.00	5,000.00
610-815-6418	SALES TAX EXPENSE-SEWER	3,150.00	.00	210.21	6.67	2,939.79
610-815-6490	ADMINISTRATION-SEWER	2,500.00	.00	328.50	13.14	2,171.50
610-815-6499	C.R. HOOKUP	245,000.00	.00	74,566.04	30.44	170,433.96
610-815-6501	CHEMICALS-SEWER	500.00	.00	.00	.00	500.00
610-815-6504	SEWER PUMP REPAIR/REPLACEMENT	16,000.00	.00	5,339.81	33.37	10,660.19
610-815-6506	OFFICE SUPPLIES-SEWER	1,000.00	.00	.00	.00	1,000.00
610-815-6507	FOR BOND PAYMENT	.00	.00	.00	.00	.00
610-815-6508	POSTAGE-SEWER	2,300.00	.00	122.00	5.30	2,178.00
610-815-6509	MOBILE GENERATOR	20,000.00	.00	.00	.00	20,000.00
610-815-6791	INDIAN CREEK SEWER UPGRADE	.00	.00	.00	.00	.00
	SEWER TOTAL	544,591.00	6,465.35	148,601.54	27.29	395,989.46
610-910-6910	TRANSFER OUT - SEWER	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	.00	.00	.00	.00	.00
	SEWER TOTAL	544,591.00	6,465.35	148,601.54	27.29	395,989.46
	TOTAL OF ALL EXPENSES	5,917,082.50	69,439.70	905,424.33	15.30	5,011,658.17

GLFUNDRP		Thu Oct 30, 2025 3:07 PM		City of Robins IA		OPER: L G	
07.01.21		FROM 10/01/2025 TO 11/03/2025		FUND BALANCE REPORT			
BANK NAME		AUGUST	SEPTEMBER	SEPTEMBER	SEPTEMBER	INVOICES	
FUND GL	NAME	CASH BALANCE	RECEIPTS	DISBURSMENTS	CASH BALANCE	PAID	2026 BUDGET
1.Community Savings Bank #0753							
001	GENERAL CHECKING	608,821.97	25,781.41	156,024.08	478,579.30	75,092.50	2,017,955.50
001	RESERVES - POLICE	0.00	0.00	0.00	0.00		
001	RESERVES - FIRE	0.00	0.00	0.00	0.00		
001	RESERVES - PARKS	0.00	0.00	0.00	0.00		
001	RESERVES - CITY HALL	0.00	0.00	0.00	0.00		
110	ROAD USE CHECKING	178,088.23	2,748.03	36,621.05	144,215.21	20,697.86	928,559.00
112	CHECKING - EMPLOYEE BENEFITS	18,494.17-	0.00	16,827.64	35,321.81-		243,521.00
115	R.B.I. CHECKING	0.00	0.00	0.00	0.00		
121	CHECKING - LOST	116,961.95	0.00	15,750.00	101,211.95	15,750.00	785,632.00
125	CHECKING - TIF	37,709.47	0.00	0.00	37,709.47		414,078.00
200	CHECKING - DEBT SERVICE	34,699.37	0.00	0.00	34,699.37		850,746.00
301	CHECKING - CAPITAL PROJECTS	1,050,302.67	0.00	0.00	1,050,302.67		85,000.00
600	CHECKING - WATER FUND	52,504.40	2,250.00	366.15	54,388.25	366.15	47,000.00
610	CHECKING - SEWER FUND	126,906.06	81,525.94	60,384.19	148,047.81	42,925.94	544,591.00
1.Community Savings Bank #0753		2,187,499.95	112,305.38	285,973.11	2,013,832.22	154,832.45	1,858,999.77
2.CSB - Star Plus Savngs #0365							
001	SAVINGS - GENERAL FUND	559,446.13	0.00	0.00	559,446.13		2,017,955.50
001	SAVINGS - POLICE	89,676.00	0.00	0.00	89,676.00		
001	SAVINGS - FIRE	773,915.00	0.00	0.00	773,915.00		
001	SAVINGS - PARKS	25,000.00	0.00	0.00	25,000.00		
001	SAVINGS - CITY HALL	25,000.00	0.00	0.00	25,000.00		
110	RESERVES- ADDITION TO S BLDG	5,301.00	0.00	0.00	5,301.00		928,559.00
110	RESERVES- BUCKET TRUCK	4,000.00	0.00	0.00	4,000.00		
110	RESERVES- BACKHOE	18,670.00	0.00	0.00	18,670.00		
110	RESERVES- TRACTOR	49,831.00	0.00	0.00	49,831.00		
110	RESERVES- SNOW TRUCK	176,589.00	0.00	0.00	176,589.00		
110	RESERVES- SNOW TRUCK 2	0.00	0.00	0.00	0.00		
110	RESERVES- UTILITY TRUCK 1	40,667.00	0.00	0.00	40,667.00		
110	RESERVES- UTILITY TRUCK 2	33,385.00	0.00	0.00	33,385.00		
110	SAVINGS - UTILITY TRUCK 3	18,862.00	0.00	0.00	18,862.00		
110	RESERVES- WATER TRUCK	18,000.00	0.00	0.00	18,000.00		
110	RESERVES- BOBCAT	27,225.00	0.00	0.00	27,225.00		
110	RESERVES-TOWER TERRACE NEPA	0.00	0.00	0.00	0.00		
110	RESERVES - ROAD USE	400,001.95	0.00	0.00	400,001.95		
115	SAVINGS - R.B.I.	0.00	0.00	0.00	0.00		
121	RESERVES - LOST	227,487.63	0.00	0.00	227,487.63		785,632.00
125	SAVINGS - TIF	2,251.65	0.00	0.00	2,251.65		414,078.00
200	SAVINGS - DEBT SERVICE	8,250.37	0.00	0.00	8,250.37		850,746.00
301	RESERVES - CAPITAL PROJECTS	5,046.03	0.00	0.00	5,046.03		85,000.00
600	RESERVES- WATER FUND	216,889.66	0.00	0.00	216,889.66		47,000.00
610	RESERVES- SEWER FUND	576,066.57	0.00	0.00	576,066.57		544,591.00
2.CSB - Star Plus Savngs #0365		3,301,560.99	0.00	0.00	3,301,560.99	0.00	3,301,560.99

FUND	BANK NAME GL NAME	AUGUST CASH BALANCE	SEPTEMBER RECEIPTS	SEPTEMBER DISBURSMENTS	SEPTEMBER CASH BALANCE	INVOICES PAID	BANK BALANCE	2026 BUDGET
	3.CSB - Saving/Indian Cr #4476							
301	CAP.PROJ-SAVINGS-INDIAN CREEK	691.66	0.00	0.00	691.66			85,000.00
	3.CSB - Saving/Indian Cr #4476	691.66	0.00	0.00	691.66	0.00	691.66	85,000.00
	4.CSB CDs #7003471							
001	CSB CD #7003471 - GENERAL FUND	552,437.15	0.00	0.00	552,437.15			2,017,955.50
121	CSB CD #7003471 - LOST	552,437.13	0.00	0.00	552,437.13			785,632.00
	4.CSB CDs TOTALS	1,104,874.28	0.00	0.00	1,104,874.28	0.00	1,104,874.28	2,803,587.50
	TOTAL OF ALL BANKS	6,594,626.88	112,305.38	285,973.11	6,420,959.15	154,832.45	6,266,126.70	14,479,231.50

RESOLUTION NO. 1125-1
A RESOLUTION APPROVING THE FISCAL YEAR 2025 ANNUAL FINANCIAL REPORT

WHEREAS, the City of Robins, Iowa, is required under Section 384.22 of the Code of Iowa to annually prepare and submit an Annual Financial Report (AFR) to the Iowa Department of Management by December 1; and

WHEREAS, the City Clerk/Treasurer has completed preparation of the Fiscal Year 2025 Annual Financial Report for the fiscal year ending June 30, 2025, reflecting all revenues, expenditures, and fund balances of the City as required; and

WHEREAS, the Annual Financial Report has been duly reviewed and signed by the Mayor and City Clerk/Treasurer and prepared for publication in compliance with State law; and

WHEREAS, the City Council finds that the Fiscal Year 2025 Annual Financial Report accurately represents the financial condition and activities of the City of Robins.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that the Fiscal Year 2025 Annual Financial Report for the year ending June 30, 2025, as prepared and presented by the City Clerk/Treasurer, is hereby approved and authorized for submission to the Iowa Department of Management and publication as required by law.

BE IT FURTHER RESOLVED that the Mayor and City Clerk/Treasurer are hereby authorized to sign and certify the report accordingly.

Passed and approved this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

STATE OF IOWA 2025 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2025 CITY OF ROBINS, IOWA DUE: December 1, 2025	16205701500000
	CITY OF ROBINS
	265 S 2nd Street
	ROBINS IA 52328-9998
	POPULATION: 3353

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	1,752,596		1,752,596	1,759,348
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	1,752,596		1,752,596	1,759,348
Delinquent Property Taxes	0		0	0
TIF Revenues	714,378		714,378	697,458
Other City Taxes	554,745	0	554,745	508,000
Licenses and Permits	226,045	0	226,045	212,263
Use of Money and Property	147,614	0	147,614	131,280
Intergovernmental	1,541,139	0	1,541,139	1,490,949
Charges for Fees and Service	15,400	557,968	573,368	521,162
Special Assessments	0	0	0	0
Miscellaneous	58,244	0	58,244	42,040
Other Financing Sources	2,300,663	0	2,300,663	44,556
Transfers In	2,260,663	0	2,260,663	2,260,664
Total Revenues and Other Sources	7,310,824	557,968	7,868,792	7,667,720
Expenditures and Other Financing Uses				
Public Safety	501,610		501,610	597,183
Public Works	710,268		710,268	865,495
Health and Social Services	0		0	0
Culture and Recreation	811,069		811,069	1,010,864
Community and Economic Development	261,038		261,038	471,458
General Government	593,191		593,191	621,346
Debt Service	1,175,962		1,175,962	1,178,814
Capital Projects	3,505,095		3,505,095	4,554,537
Total Governmental Activities Expenditures	7,558,233	0	7,558,233	9,299,697
BUSINESS TYPE ACTIVITIES		495,911	495,911	622,582
Total All Expenditures	7,558,233	495,911	8,054,144	9,922,279
Other Financing Uses	2,137,663	123,000	2,260,663	
Transfers Out	2,137,663	123,000	2,260,663	2,260,664
Total All Expenditures/and Other Financing Uses	9,695,896	618,911	10,314,807	12,182,943
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	-2,385,072	-60,943	-2,446,015	-4,515,223
Beginning Fund Balance July 1, 2024	7,951,556	987,348	8,938,904	7,552,426
Ending Fund Balance June 30, 2025	5,566,484	926,405	6,492,889	3,037,203

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2025	Amount	Indebtedness at June 30, 2025	Amount
General Obligation Debt	4,105,000	Other Long-Term Debt	0
Revenue Debt	0	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	27,414,430

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

Signature of Preparer Printed name of Preparer Lisa Goodin, City Clerk	Publication 10/29/2025
	Phone Number (319)393-0588
	Date Signed 10/24/2025
Signature of Mayor or Mayor Pro Tem (Name and Title)	

PLEASE PUBLISH THIS PAGE ONLY

REVENUE P2

CITY OF ROBINS
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1										1
Taxes levied on property	2	1,125,620	164,900		462,076			1,752,596		1,752,596	2
Less: Uncollected Property Taxes - Levy Year	3							0		0	3
Net Current Property Taxes	4	1,125,620	164,900		462,076	0	0	1,752,596		1,752,596	4
Delinquent Property Taxes	5							0		0	5
Total Property Tax	6	1,125,620	164,900		462,076	0	0	1,752,596		1,752,596	6
TIF Revenues	7			714,378				714,378		714,378	7
Other City Taxes											
Utility Tax Replacement Excise Taxes	8	5,283	781		1,942			8,006		8,006	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9							0		0	9
Parimutuel Wager Tax	10							0		0	10
Gaming Wager Tax	11							0		0	11
Mobile Home Tax	12							0		0	12
Hotel / Motel Tax	13							0		0	13
Other Local Option Taxes	14		546,739					546,739		546,739	14
Total Other City Taxes	15	5,283	547,520		1,942	0	0	554,745	0	554,745	15
Section B - Licenses and Permits	16	226,045						226,045		226,045	16
Section C - Use of Money and Property	17										17
Interest	18	69,576	52,438			10,775		132,789		132,789	18
Rents and Royalties	19	14,825						14,825		14,825	19
Other Miscellaneous Use of Money and Property	20							0		0	20
	21							0		0	21
Total Use of Money and Property	22	84,401	52,438	0	0	10,775	0	147,614	0	147,614	22
Section D - Intergovernmental	24										24
Federal Grants and Reimbursements	26										26
Federal Grants	27							0		0	27
Community Development Block Grants	28							0		0	28
Housing and Urban Development	29							0		0	29
Public Assistance Grants	30							0		0	30
Payment in Lieu of Taxes	31							0		0	31
FEMA REIMBURSEMENT	32	1,044,172						1,044,172		1,044,172	32
Total Federal Grants and Reimbursements	33	1,044,172	0		0	0	0	1,044,172	0	1,044,172	33

REVENUE P3

CITY OF ROBINS
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41										41
State Shared Revenues	43										43
Road Use Taxes	44		476,191					476,191		476,191	44
Other state grants and reimbursements	48										48
State grants	49							0		0	49
Iowa Department of Transportation	50							0		0	50
Iowa Department of Natural Resources	51							0		0	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
C&I Replacement and Tier I Business Tax Replacement	54	13,642	2,015		5,119			20,776		20,776	54
	55							0		0	55
	56							0		0	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
Total State	60	13,642	478,206	0	5,119	0	0	496,967	0	496,967	60
Local Grants and Reimbursements											
County Contributions	63							0		0	63
Library Service	64							0		0	64
Township Contributions	65							0		0	65
Fire/EMT Service	66							0		0	66
	67							0		0	67
	68							0		0	68
	69							0		0	69
Total Local Grants and Reimbursements	70	0	0	0	0	0	0	0	0	0	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	1,057,814	478,206	0	5,119	0	0	1,541,139	0	1,541,139	71
Section E -Charges for Fees and Service	72										72
Water	73							0	47,495	47,495	73
Sewer	74							0	510,473	510,473	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0		0	77
Airport	78							0		0	78
Landfill/garbage	79							0		0	79
Hospital	80							0		0	80

REVENUE P4

CITY OF ROBINS
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0		0	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	15,400						15,400		15,400	90
Prisoner Care	91							0		0	91
Fire Service Charges	92							0		0	92
Ambulance Charges	93							0		0	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98							0		0	98
Library Charges	99							0		0	99
Park, Recreation, and Cultural Charges	100							0		0	100
Animal Control Charges	101							0		0	101
	102							0		0	102
	103							0		0	103
Total Charges for Service	104	15,400	0	0	0	0	0	15,400	557,968	573,368	104
Section F - Special Assesments	106							0		0	106
Section G - Miscellaneous	107										107
Contributions	108	50,791						50,791		50,791	108
Deposits and Sales/Fuel Tax Refunds	109							0		0	109
Sale of Property and Merchandise	110	4,556						4,556		4,556	110
Fines	111	2,545						2,545		2,545	111
Internal Service Charges	112							0		0	112
IPERS PAYBACK - FIRE DEPT.	113	352						352		352	113
	114							0		0	114
	115							0		0	115
	116							0		0	116
	117							0		0	117
	118							0		0	118
	119							0		0	119
Total Miscellaneous	120	58,244	0	0	0	0	0	58,244	0	58,244	120

REVENUE P5

CITY OF ROBINS
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121	2,572,807	1,243,064	714,378	469,137	10,775	0	5,010,161	557,968	5,568,129	121
Section H - Other Financing Sources	123										123
Proceeds of capital asset sales	124		40,000					40,000		40,000	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125							0		0	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127		264,705			1,298,500		1,563,205		1,563,205	127
Internal TIF loans and transfers in	128				697,458			697,458		697,458	128
	129							0		0	129
	130							0		0	130
Total Other Financing Sources	131	0	304,705	0	697,458	1,298,500	0	2,300,663	0	2,300,663	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132	2,572,807	1,547,769	714,378	1,166,595	1,309,275	0	7,310,824	557,968	7,868,792	132
Beginning Fund Balance July 1, 2024	134	1,794,428	3,182,995	-12,622	19,345	2,967,410		7,951,556	987,348	8,938,904	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136	4,367,235	4,730,764	701,756	1,185,940	4,276,685	0	15,262,380	1,545,316	16,807,696	136

EXPENDITURES P6

CITY OF ROBINS
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i)	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	233,920	46,829					280,749		280,749	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	199,558	20,913					220,471		220,471	6
Ambulance	7							0		0	7
Building Inspections	8							0		0	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	390						390		390	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
Total Public Safety	14	433,868	67,742		0	0	0	501,610		501,610	14
Section B - Public Works	15										15
Roads, Bridges, Sidewalks	16	39,900	602,097					641,997		641,997	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18		30,761					30,761		30,761	18
Traffic Control Safety	19		2,043					2,043		2,043	19
Snow Removal	20		11,110					11,110		11,110	20
Highway Engineering	21		183					183		183	21
Street Cleaning	22		4,736					4,736		4,736	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	17,384						17,384		17,384	24
Other Public Works	25		2,054					2,054		2,054	25
	26							0		0	26
	27							0		0	27
Total Public Works	28	57,284	652,984		0	0	0	710,268		710,268	28
Section C - Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	0	0		0	0	0	0		0	39
Section D - Culture and Recreation	40										40
Library Services	41	98,176						98,176		98,176	41
Museum, Band, Theater	42							0		0	42
Parks	43	47,923	663,026					710,949		710,949	43
Recreation	44							0		0	44
Cemetery	45	9						9		9	45
Community Center, Zoo, Marina, and Auditorium	46							0		0	46
Other Culture and Recreation	47	1,935						1,935		1,935	47
	48							0		0	48
	49							0		0	49
Total Culture and Recreation	50	148,043	663,026		0	0	0	811,069		811,069	50

EXPENDITURES P7

CITY OF ROBINS
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53		63,000					63,000		63,000	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	100,103	24,990					125,093		125,093	55
Other community and economic development	56		72,945					72,945		72,945	56
TIF Rebates	57							0		0	57
	58							0		0	58
Total Community and Economic Development	59	100,103	160,935	0	0	0	0	261,038		261,038	59
Section F - General Government	60										60
Mayor, Council and City Manager	61	13,901	1,044					14,945		14,945	61
Clerk, Treasurer, Financial Administration	62	264,289	30,627					294,916		294,916	62
Elections	63							0		0	63
Legal Services and City Attorney	64	190,303						190,303		190,303	64
City Hall and General Buildings	65	90,003	3,024					93,027		93,027	65
Tort Liability	66							0		0	66
Other General Government	67							0		0	67
	68							0		0	68
	69							0		0	69
Total General Government	70	558,496	34,695		0	0	0	593,191		593,191	70
Section G - Debt Service	71							0		0	71
	72				1,175,962			1,175,962		1,175,962	72
	73							0		0	73
Total Debt Service	74	0	0	0	1,175,962	0	0	1,175,962		1,175,962	74
Section H - Regular Capital Projects - Specify	75										75
ROBINS LANDING UPSIZE & SERVICES	76		282,978					282,978		282,978	76
INDIAN CREEK SEWER & CTY HOME RD W/ LINN COUNTY	77					3,222,117		3,222,117		3,222,117	77
Subtotal Regular Capital Projects	78	0	282,978		0	3,222,117	0	3,505,095		3,505,095	78
TIF Capital Projects - Specify	79										79
	80							0		0	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0		0	0	0	0		0	82
Total Capital Projects	83	0	282,978		0	3,222,117	0	3,505,095		3,505,095	83
Total Governmental Activities Expenditures	84	1,297,794	1,862,360	0	1,175,962	3,222,117	0	7,558,233		7,558,233	84
(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

EXPENDITURES P8

CITY OF ROBINS
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I - Business Type Activities	87										87
Water - Current Operation	88								11,187	11,187	88
Capital Outlay	89									0	89
Debt Service	90									0	90
Sewer and Sewage Disposal - Current Operation	91								484,724	484,724	91
Capital Outlay	92									0	92
Debt Service	93									0	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120									0	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
	127									0	127
	128									0	128
Total Business Type Activities	129								495,911	495,911	129

EXPENDITURES P9

CITY OF ROBINS
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	1,297,794	1,862,360	0	1,175,962	3,222,117	0	7,558,233	495,911	8,054,144	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	264,705	1,175,500					1,440,205	123,000	1,563,205	132
Internal TIF loans/repayments and transfers out	133			697,458				697,458		697,458	133
	134							0		0	134
Total Other Financing Uses	135	264,705	1,175,500	697,458	0	0	0	2,137,663	123,000	2,260,663	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	1,562,499	3,037,860	697,458	1,175,962	3,222,117	0	9,695,896	618,911	10,314,807	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140							0		0	140
Restricted	141		1,692,904	4,298	9,978			1,707,180		1,707,180	141
Committed	142					1,054,568		1,054,568		1,054,568	142
Assigned	143	913,591						913,591		913,591	143
Unassigned	144	1,891,145						1,891,145		1,891,145	144
Total Governmental	145	2,804,736	1,692,904	4,298	9,978	1,054,568	0	5,566,484		5,566,484	145
Proprietary	146								926,405	926,405	146
Total Ending Fund Balance June 30,	147	2,804,736	1,692,904	4,298	9,978	1,054,568	0	5,566,484	926,405	6,492,889	147
Total Requirements (Sum of lines 136 and 147)	148	4,367,235	4,730,764	701,756	1,185,940	4,276,685	0	15,262,380	1,545,316	16,807,696	148

OTHER P10

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.									
Purpose			Amount paid to other local governments			Purpose		Amount paid to State	
Correction						Highways			
Health						All other			
Highways			370,742						
Transit Subsidies									
Libraries			98,176						
Police protection									
Sewerage			3,138,768						
Sanitation									
All other			8,317						
Part IV Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.									
YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID								Amount	
Total Salaries and Wages Paid								722,866	
Part V Debt Outstanding, Issued, and Retired Transit subsidies									
A. Long-Term Debt									
Debt During the Fiscal Year			Debt Outstanding JUNE 30, 2025						
Purpose	Line	Debt Outstanding JULY 1, 2024	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.	0	0	0	0	0	0	0	0
Sewer Utility	2.	0	0	0	0	0	0	0	0
Electric Utility	3.	0	0	0	0	0	0	0	0
Gas Utility	4.	0	0	0	0	0	0	0	0
Transit-Bus	5.	0	0	0	0	0	0	0	0
Industrial Revenue	6.	0	0	0	0	0	0	0	0
Mortgage Revenue	7.	0	0	0	0	0	0	0	0
TIF Revenue	8.	0	0	0	0	0	0	0	0
Other Purposes / Miscellaneous	9.	0	0	0	0	0	0	0	0
GO	10.	5,140,000	0	1,035,000	4,105,000	0	0	0	125,014
Parking	11.	0	0	0	0	0	0	0	0
Airport	12.	0	0	0	0	0	0	0	0
Stormwater	13.	0	0	0	0	0	0	0	0
Section 108	14.	0	0	0	0	0	0	0	0
Total Long-Term		5,140,000	0	1,035,000	4,105,000	0	0	0	125,014
B. Short-Term Debt Amount									
Outstanding as of July 1, 2024									
Outstanding as of JUNE 30, 2025									
DEBT LIMITATION FOR GENERAL OBLIGATIONS Part VI Actual valuation -- January 1, 2023						Amount			
						548,288,605	x.05 = \$	27,414,430.25	
Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2025									
Type of asset	Amount								
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)			All other Funds (d)		Total (e)	
						6,499,231		6,499,231	
If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.									

CITY DEBT DETAIL - LT DEBT1

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, 2024	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
2016 GO REFUNDING	1	GO	11-17-2025	1116-5	0.8-1.95	No Vote - Essential GO	3,805,000	960,000	315,000	17,453		General Obligation (GO)	REFUNDING SERIES 2009; STREET, WATER SYSTEM, STORM WATER, SIDEWALK, LIGHTING & SAN. SEWER
2020 GO REFUNDING	2	GO	11-17-2020	1120-3	1-1.15	No Vote - Essential GO	4,755,000	2,135,000	545,000	21,898		General Obligation (GO)	REFUNDING SERIES 2011 & 2013; STREET, WATER SYSTEM, STORM WATER, SIDEWALK, LIGHTING & SAN. SEWER
2024 GO INDIAN CREEK SEWER PROJ	3	GO	05-14-2024	0424-10	3.70	No Vote - Essential GO	2,045,000	2,045,000	175,000	85,663		General Obligation (GO)	INDIAN CREEK SEWER PROJECT SEGMENTS 7 & 11
	4	-				-						-	-
	5	-				-						-	-
	6	-				-						-	-
	7	-				-						-	-
	8	-				-						-	-
	9	-				-						-	-
	10	-				-						-	-
	11	-				-						-	-
	12	-				-						-	-
	13	-				-						-	-
	14	-				-						-	-
	15	-				-						-	-
	16	-				-						-	-
	17	-				-						-	-
	18	-				-						-	-
	19	-				-						-	-
	20	-				-						-	-

RESOLUTION NO. 1125-2
A RESOLUTION APPROVING THE FISCAL YEAR 2025 STREET FINANCE REPORT

WHEREAS, the City of Robins, Iowa, is required under Section 312.14 of the Code of Iowa to prepare and submit an annual Street Finance Report to the Iowa Department of Transportation, Bureau of Local Systems; and

WHEREAS, the City Clerk/Treasurer has completed preparation of the Fiscal Year 2025 Street Finance Report for the fiscal year ending June 30, 2025, summarizing all street-related revenues, expenditures, transfers, and fund balances; and

WHEREAS, the City Council finds that the Fiscal Year 2025 Street Finance Report accurately represents the financial activity related to the construction, maintenance, and repair of the City's streets and related infrastructure; and

WHEREAS, the report is required to be submitted to the Iowa Department of Transportation no later than December 1, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that the Fiscal Year 2025 Street Finance Report, as prepared and presented by the City Clerk/Treasurer, is hereby approved and authorized for submission to the Iowa Department of Transportation.

BE IT FURTHER RESOLVED that the Mayor and City Clerk/Treasurer are hereby authorized to sign and certify said report.

Passed and approved this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer



City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Robins

Ames, IA 50010

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Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets	\$17,665	\$79,230					\$96,895
Benefits - Roads/Streets			\$24,772				\$24,772
Building & Grounds Maint. & Repair		\$2,089					\$2,089
Vehicle & Office Equip Operation and Repair		\$10,139					\$10,139
Operational Equipment Repair		\$3,806					\$3,806
Other Maintenance and Repair	\$1,961						\$1,961
Engineering		\$12,416					\$12,416
Insurance		\$35,593					\$35,593
Printing	\$24						\$24
Street Maintenance Expense		\$85,159					\$85,159
Minor Equipment Purchases		\$3,477					\$3,477
Other Supplies		\$18,760					\$18,760
Vehicles		\$264,705					\$264,705
Heavy Equipment		\$48,983					\$48,983
Storm Drainage	\$20,249						\$20,249
Principal Payment				\$515,088			\$515,088



City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Robins

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	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Interest Payment				\$23,394			\$23,394
Bond Registration Fees				\$668			\$668
Transfer Out	\$264,705						\$264,705
Street Lighting		\$30,761					\$30,761
Traffic Control/Safety		\$2,043					\$2,043
Highway Engineering		\$182					\$182
Depreciation & Building Utilities		\$12,971					\$12,971
Street Cleaning		\$4,736					\$4,736
Snow Removal Salaries		\$9,064					\$9,064
Snow Removal Benefits			\$2,045				\$2,045
Total	\$304,604	\$624,114	\$26,817	\$539,150			\$1,494,685



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Robins

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Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$304,604		\$26,817	\$539,150			\$870,571
State Revenues - Road Use Taxes		\$476,191					\$476,191
Charges/fees						\$0	\$0
Sale of Property & Merchandise		\$40,000					\$40,000
Transfer In		\$264,705					\$264,705
Total	\$304,604	\$780,896	\$26,817	\$539,150		\$0	\$1,651,467



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Robins

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Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
SERIES 2016 G/O DEBT	\$835,000	\$315,000	\$17,453	\$177,188	\$9,817	\$520,000
2020 SERIES GENERAL OBLIGATION	\$2,055,238	\$545,000	\$21,898	\$337,900	\$13,577	\$1,510,238
Total	\$2,890,238	\$860,000	\$39,351	\$515,088	\$23,394	\$2,030,238



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Robins

10/24/2025 11:35:52 AM

Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
2022 Ford F550	2022	Purchased	\$64,323	No Change
BOBCAT	2020	Purchased	\$28,079	No Change
Ford F350 Bucket Truck	2002	Purchased	\$8,500	No Change
2016 Plow Truck and Plow	2016	Purchased	\$127,823	No Change
2003 F350 Utility Truck	2003	Purchased	\$19,093	No Change
2019 Ford F550 Super Duty	2019	Purchased	\$54,708	No Change
Truck & Plow	2012	Purchased	\$96,125	Sold
2024 Western Star Plow Truck & Plow	2024	Purchased	\$264,705	New



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Robins

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Street Projects

Project Description	Contract Price	Final Price	Contractor Name
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Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Robins

10/24/2025 11:35:52 AM

Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$0	\$750,787	\$0	\$0	\$0	\$0	\$750,787
SubTotal Expenses (-)	\$39,899	\$624,114	\$26,817	\$539,150			\$1,229,980
Transfers Out (-)	\$264,705						\$264,705
Subtotal Revenues (+)	\$304,604	\$516,191	\$26,817	\$539,150		\$0	\$1,386,762
Transfers In (+)		\$264,705					\$264,705
Ending Balance	\$0	\$907,569	\$0	\$0	\$0	\$0	\$907,569

Resolution Number: 1125-2

Execution Date: Monday, November 3, 2025

Signature: Lisa B. Goodin

RESOLUTION NO. 1125-3

A RESOLUTION APPROVING THE FISCAL YEAR 2025 ANNUAL URBAN RENEWAL REPORT

WHEREAS, the City of Robins, Iowa, pursuant to Chapter 403.23 of the Code of Iowa, is required to file an Annual Urban Renewal Report with the Iowa Department of Management on or before December 1 of each year; and

WHEREAS, the Fiscal Year 2025 Annual Urban Renewal Report for the City of Robins has been completed, detailing revenues, expenditures, debt obligations, and activities associated with the Robins Urban Renewal Area (URA #57035); and

WHEREAS, the report reflects total Tax Increment Financing (TIF) revenues of \$699,184, total expenditures of \$677,458, and a year-end fund balance of \$9,104 as of June 30, 2025; and

WHEREAS, the report identifies outstanding TIF obligations totaling \$2,197,331, including Series 2016 and Series 2020 General Obligation Bonds, and summarizes the various urban renewal projects completed or ongoing within the City; and

WHEREAS, the City Council finds that the Fiscal Year 2025 Annual Urban Renewal Report accurately reflects the financial condition and activities within the City's designated Urban Renewal Area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that the Fiscal Year 2025 Annual Urban Renewal Report, as prepared and presented by the City Clerk/Treasurer, is hereby approved and authorized for submission to the Iowa Department of Management in compliance with State requirements.

BE IT FURTHER RESOLVED that the Mayor and City Clerk/Treasurer are hereby authorized to sign and certify said report accordingly.

Passed and approved this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

By: _____
Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

Annual Urban Renewal Report, Fiscal Year 2024 - 2025

Levy Authority Summary

Local Government Name: ROBINS
Local Government Number: 57G551

Active Urban Renewal Areas

ROBINS URA

U.R. # of Tif Taxing
Districts
57035 15

TIF Debt Outstanding: 2,197,331

TIF Sp. Rev. Fund Cash Balance as of 07-01-2024: -12,622 0 Amount of 07-01-2024 Cash Balance Restricted for LMI

TIF Revenue: 699,184
TIF Sp. Revenue Fund Interest: 0
Property Tax Replacement Claims 0
Asset Sales & Loan Repayments: 0
Total Revenue: 699,184

Rebate Expenditures: 0
Non-Rebate Expenditures: 677,458
Returned to County Treasurer: 0
Total Expenditures: 677,458

TIF Sp. Rev. Fund Cash Balance as of 06-30-2025: 9,104 0 Amount of 06-30-2025 Cash Balance Restricted for LMI

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 1,510,769

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

Urban Renewal Area Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA
 UR Area Number: 57035

UR Area Creation Date: 11/1994

UR Area Purpose: To help local officials eliminate blighting influences, which have resulted from the lack of adequate water and sewer systems, and to promote economic development in the City of Robins.

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
ROBINS CITY/CEDAR RAPIDS SCH/ INCR	570071	570315	21,223,955
ROBINS CITY AG/CEDAR RAPIDS SCH/ INCR	570072	570316	40,056
ROBINS CITY AG/LINN MAR SCH/ INCR	570120	570317	0
ROBINS CITY/LINN MAR SCH/ INCR	570121	570318	3,886,996
ROBINS CITY/ALBURENTT SCH/ INCR	570256	570319	1,268,012
ROBINS CITY AG/ALBURNETT SCH/ INCR	570257	570320	58,895
ROBINS CITY/CEDAR RAPIDS SCH/2004 WILDFLOWER UR INCR	570632	570633	959,190
ROBINS CITY AG/CEDAR RAPIDS/2004 WILDFLOWER UR TIF INCREMENT	570634	570635	0
ROBINS CITY/CEDAR RAPIDS SCH/2004 PHANTOM HOLDINGS UR INCR	570636	570637	273,883
ROBINS CITY AG/CEDAR RAPIDS SCHOOL/2004 PHANTOM HOLDINGS UR TIF INCREMENT	570638	570639	0
ROBINS CITY/CEDAR RAPIDS SCH/2004 NORTH UR INCR	570640	570641	136,011
ROBINS CITY AG/CEDAR RAPIDS SCHOOL/2004 NORTH UR TIF INCREMENT	570642	570643	0
MONROE TWP/ALBURNETT SCH/ROBINS UR AREA/ INCR	570697	570698	0
ROBINS CITY/ALBURNETT SCH/2011 UR AREA INCR	570722	570723	892,062
ROBINS CITY AG/ALBURNETT SCH/2011 UR AREA INCR	570724	570725	157

Urban Renewal Area Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,534,400	392,827,360	24,161,740	0	0	-612,000	416,835,750	0	416,835,750
Taxable	1,102,267	182,047,199	19,383,734	0	0	-612,000	200,845,450	0	200,845,450
Homestead Credits									927

TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:	-12,622	0	Amount of 07-01-2024 Cash Balance Restricted for LMI
TIF Revenue:	699,184		
TIF Sp. Revenue Fund Interest:	0		
Property Tax Replacement Claims	0		
Asset Sales & Loan Repayments:	0		
Total Revenue:	699,184		
Rebate Expenditures:	0		
Non-Rebate Expenditures:	677,458		
Returned to County Treasurer:	0		
Total Expenditures:	677,458		

TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:	9,104	0	Amount of 06-30-2025 Cash Balance Restricted for LMI
---------------------------------------------------------	--------------	----------	-------------------------------------------------------------

Projects For ROBINS URA

2011-E. MAIN STREET RECONSTRUCTION

Description:	UPGRADE TO URBAN CROSS SECTION
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

2011-CENTER POINT ROAD SEWER PROJECT

Description:	TAKE SEWER TO N CENTER POINT ROAD
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

2005/2013-SW SEWER EXTENSION PROJECT

Description:	SEWER UP DRY CREEK
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

2005/2013-PUBLIC SAFETY PROJECT

Description:	BUILD PUBLIC SAFETY FACILITY
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	Yes

2013-WEST KNOLL UPGRADE

Description:	STREET TO URBAN CROSS SECTION
Classification:	Commercial - warehouses and distribution facilities
Physically Complete:	Yes
Payments Complete:	Yes

2013-NCPR WATER EXTENSION

Description:	EXTEND WATER MAIN TO C/H ROAD
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	Yes

2013-CHESTER ROAD UTILITY AND ROAD IMPROVEMENTS

Description:	EXTEND UTILITIES AND CONSTRUCT ROAD
Classification:	Residential property (classified residential)
Physically Complete:	Yes
Payments Complete:	Yes

2013-WOOD'S 1&2 WATER

Description:	EXTEND WATER UTILITIES TO WOODS 1&2 ADDITIONS
Classification:	Residential property (classified residential)
Physically Complete:	Yes
Payments Complete:	Yes

2013-NW QUAD LIFTSTATION AND SEWER EXTENSION

Description:	CONSTRUCT LIFT STATION AND EXTEND SEWER
Classification:	MAINS
Physically Complete:	Roads, Bridges & Utilities
Payments Complete:	Yes
	Yes

2013 BOND SALE FEES

Description:	COST ASSOCIATED WITH BOND SALE
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	Yes

2013-REFUNDING COSTS

Description:	REFUNDING OLD BONDS
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	Yes

2011-W.MAIN ST WATER

Description:	EXTEND WATER ALONG W/MAIN STREET
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

2005/2013 FREY/FENCEL SEWER

Description:	EXTEND SEWER TO FREY/FENCEL PROPERTY
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

2016-M/S TROY TO MENTZER

Description:	RECONSTRUCT M/S TROY TO MENTZER
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2020-TT/CH RD/KINGS WAY

Description:	TT/CH RD/KINGS WAY
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For ROBINS URA

SERIES 2016 G.O.

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	725,000
Interest:	27,053
Total:	752,053
Annual Appropriation?:	No
Date Incurred:	06/01/2017
FY of Last Payment:	2027

SERIES 2020 G.O.

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,395,000
Interest:	50,278
Total:	1,445,278
Annual Appropriation?:	No
Date Incurred:	11/17/2020
FY of Last Payment:	2031

Non-Rebates For ROBINS URA

TIF Expenditure Amount:	0
Tied To Project:	2011-E. MAIN STREET RECONSTRUCTION
TIF Expenditure Amount:	0
Tied To Project:	2011-CENTER POINT ROAD SEWER PROJECT
TIF Expenditure Amount:	0
Tied To Project:	2013-CHESTER ROAD UTILITY AND ROAD IMPROVEMETNS
TIF Expenditure Amount:	0
Tied To Project:	2013-NCPR WATER EXTENSION
TIF Expenditure Amount:	0
Tied To Project:	2013-WEST KNOLL UPGRADE
TIF Expenditure Amount:	0
Tied To Project:	2011-W.MAIN ST WATER
TIF Expenditure Amount:	0
Tied To Project:	2013-NW QUAD LIFTSTATION AND SEWER EXTENSION
TIF Expenditure Amount:	233,178
Tied To Debt:	SERIES 2016 G.O.
Tied To Project:	2016-M/S TROY TO MENTZER
TIF Expenditure Amount:	444,280
Tied To Debt:	SERIES 2020 G.O.
Tied To Project:	2020-TT/CH RD/KINGS WAY

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/CEDAR RAPIDS SCH/ INCR
 TIF Taxing District Inc. Number: 570315
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 1997
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2018

UR Designation	
Slum	11/1994
Blighted	11/1994
Economic Development	11/1994

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	299,992,760	13,041,440	0	0	-508,000	311,612,950	0	311,612,950
Taxable	0	139,025,048	10,417,297	0	0	-508,000	148,021,095	0	148,021,095
Homestead Credits									734

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	32,004,071	148,021,095	21,223,955	126,797,140	3,160,013

FY 2025 TIF Revenue Received: 522,415

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/CEDAR RAPIDS SCH/ INCR
 TIF Taxing District Inc. Number: 570316
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 0
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	824,500	0	0	0	0	0	824,500	0	824,500
Taxable	592,295	0	0	0	0	0	592,295	0	592,295
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	545,142	279,358	40,056	239,302	5,333

FY 2025 TIF Revenue Received: 887

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/LINN MAR SCH/ INCR
 TIF Taxing District Inc. Number: 570317
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	0	0	0	0	0

FY 2025 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/LINN MAR SCH/ INCR
 TIF Taxing District Inc. Number: 570318
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 1997
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2030

	UR Designation
Slum	11/1994
Blighted	11/1994
Economic Development	11/1994

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	58,839,500	0	0	0	-68,000	58,680,500	0	58,680,500
Taxable	0	27,267,871	0	0	0	-68,000	27,108,871	0	27,108,871
Homestead Credits									136

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	3,377,280	27,108,871	3,886,996	23,221,875	594,808

FY 2025 TIF Revenue Received: 96,053

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/ALBURENTT SCH/ INCR
 TIF Taxing District Inc. Number: 570319
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 1997
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2018

UR Designation	
Slum	11/1994
Blighted	11/1994
Economic Development	11/1994

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	19,192,700	0	0	0	-12,000	19,141,700	0	19,141,700
Taxable	0	8,894,431	0	0	0	-12,000	8,843,431	0	8,843,431
Homestead Credits									32

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	745,250	8,843,431	1,268,012	7,575,419	170,415

FY 2025 TIF Revenue Received: 26,376

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/ALBURNETT SCH/ INCR
 TIF Taxing District Inc. Number: 570320
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 0
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	655,700	0	0	0	0	0	655,700	0	655,700
Taxable	471,036	0	0	0	0	0	471,036	0	471,036
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	244,949	410,751	58,895	351,856	6,988

FY 2025 TIF Revenue Received: 1,162

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/CEDAR RAPIDS SCH/2004 WILDFLOWER UR INCR
 TIF Taxing District Inc. Number: 570633
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received: 2006
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	07/2005
Economic Development	07/2005

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	14,557,000	0	0	0	-24,000	14,500,500	0	14,500,500
Taxable	0	6,746,125	0	0	0	-24,000	6,689,625	0	6,689,625
Homestead Credits									25

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	22,318	6,689,625	959,190	5,730,435	142,813

FY 2025 TIF Revenue Received: 22,536

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/CEDAR RAPIDS/2004 WILDFLOWER UR TIF INCREMENT
 TIF Taxing District Inc. Number: 570635
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	0	0	0	0	0

FY 2025 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/CEDAR RAPIDS SCH/2004 PHANTOM HOLDINGS UR INCR
 TIF Taxing District Inc. Number: 570637
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received: 2005
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	08/2005

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,189,300	0	0	0	2,189,300	0	2,189,300
Taxable	0	0	1,910,126	0	0	0	1,910,126	0	1,910,126
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	34,295	1,910,126	273,883	1,636,243	40,778

FY 2025 TIF Revenue Received: 6,826

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/CEDAR RAPIDS SCHOOL/2004 PHANTOM HOLDINGS UR TIF INCREMENT
 TIF Taxing District Inc. Number: 570639
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	0	0	0	0	0

FY 2025 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/CEDAR RAPIDS SCH/2004 NORTH UR INCR
 TIF Taxing District Inc. Number: 570641
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received: 2011
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	01/2011

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	245,400	1,006,200	0	0	0	1,251,600	0	1,251,600
Taxable	0	113,724	834,853	0	0	0	948,577	0	948,577
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	170,964	948,577	136,011	812,566	20,251

FY 2025 TIF Revenue Received: 3,311

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/CEDAR RAPIDS SCHOOL/2004 NORTH UR TIF INCREMENT
 TIF Taxing District Inc. Number: 570643
 TIF Taxing District Base Year: 2005
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	0	0	0	0	0

FY 2025 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: MONROE TWP/ALBURNETT SCH/ROBINS UR AREA/ INCR
 TIF Taxing District Inc. Number: 570698
 TIF Taxing District Base Year: 2009
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	39,638	0	0	0	0

FY 2025 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY/ALBURNETT SCH/2011 UR AREA INCR
 TIF Taxing District Inc. Number: 570723
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 0
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	7,924,800	0	0	0	7,924,800	0	7,924,800
Taxable	0	0	6,221,458	0	0	0	6,221,458	0	6,221,458
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	200,286	6,221,458	892,062	5,329,396	119,889

FY 2025 TIF Revenue Received: 19,615

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

TIF Taxing District Data Collection

Local Government Name: ROBINS (57G551)
 Urban Renewal Area: ROBINS URA (57035)
 TIF Taxing District Name: ROBINS CITY AG/ALBURNETT SCH/2011 UR AREA INCR
 TIF Taxing District Inc. Number: 570725
 TIF Taxing District Base Year: 1993
 FY TIF Revenue First Received: 0
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	54,200	0	0	0	0	0	54,200	0	54,200
Taxable	38,936	0	0	0	0	0	38,936	0	38,936
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	53,107	1,093	157	936	19

FY 2025 TIF Revenue Received: 3

RESOLUTION NO. 1125-4

**A RESOLUTION SETTING A PUBLIC HEARING TO HEAR QUESTIONS AND
CONCERNS RELATING TO AMENDMENT NO. 1 TO THE
FISCAL YEAR 2026 BUDGET**

WHEREAS, the City of Robins is required under the Code of Iowa to amend its annual budget when changes in revenues or expenditures occur; and

WHEREAS, the City of Robins has prepared Amendment No. 1 to the Fiscal Year 2026 Budget to reflect such changes; and

WHEREAS, prior to adoption, the City Council must hold a public hearing to receive questions and concerns from residents and taxpayers relating to the proposed amendment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robins, Iowa, that:

1. A Public Hearing shall be held before the Robins City Council at **6:00 p.m. on November 17, 2025** at Robins City Hall, **265 South Second Avenue, Robins, Iowa**, for the purpose of receiving questions and concerns relating to Amendment No. 1 to the Fiscal Year 2026 Budget.
2. The City Clerk is hereby directed to cause notice of said Public Hearing to be published in accordance with the requirements of the Code of Iowa.

PASSED AND APPROVED this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET				
City of ROBINS				
Fiscal Year July 1, 2025 - June 30, 2026				
The City of ROBINS will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2026				
Meeting Date/Time: 11/17/2025 06:00 PM		Contact: Lisa Goodin, City Clerk		Phone: (319) 393-0588
Meeting Location: Robins City Hall 265 S. 2nd St. Robins, IA 52328				
There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult https://dom.iowa.gov/local-gov-appeals .				
REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	2,488,368	0	2,488,368
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	2,488,368	0	2,488,368
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	414,078	0	414,078
Other City Taxes	6	510,255	0	510,255
Licenses & Permits	7	77,290	0	77,290
Use of Money & Property	8	90,200	0	90,200
Intergovernmental	9	492,378	0	492,378
Charges for Service	10	514,312	0	514,312
Special Assessments	11	0	0	0
Miscellaneous	12	39,500	0	39,500
Other Financing Sources	13	0	0	0
Transfers In	14	414,078	0	414,078
Total Revenues & Other Sources	15	5,040,459	0	5,040,459
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	1,074,548	113,186	1,187,734
Public Works	17	1,414,045	0	1,414,045
Health and Social Services	18	0	0	0
Culture and Recreation	19	225,774	0	225,774
Community and Economic Development	20	643,106	-110,366	532,740
General Government	21	616,875	10,500	627,375
Debt Service	22	850,746	0	850,746
Capital Projects	23	85,000	493,000	578,000
Total Government Activities Expenditures	24	4,910,094	506,320	5,416,414
Business Type/Enterprise	25	591,591	35,500	627,091
Total Gov Activities & Business Expenditures	26	5,501,685	541,820	6,043,505
Transfers Out	27	414,078	0	414,078
Total Expenditures/Transfers Out	28	5,915,763	541,820	6,457,583
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-875,304	-541,820	-1,417,124
Beginning Fund Balance July 1, 2025	30	4,576,034	0	4,576,034
Ending Fund Balance June 30, 2026	31	3,700,730	-541,820	3,158,910
Explanation of Changes: Adjust budgets by reallocating Building Inspection from Community & Economic Development to Public Safety; increase Capital Projects for final Indian Creek Sewer Upgrade payments; and increase Enterprise funds for final development water main upsizing costs.				

RESOLUTION NO. 1125-5

**A RESOLUTION SETTING A PUBLIC HEARING FOR ORDINANCE NO. 2508 –
CREATING CHAPTER 71, “SNOW REMOVAL,” OF THE ROBINS CODE OF
ORDINANCES**

WHEREAS, the City of Robins, Iowa, seeks to establish new regulations pertaining to the removal of snow and ice from City streets and rights-of-way for the purpose of ensuring safe and efficient travel during winter weather conditions; and

WHEREAS, the proposed Ordinance No. 2508 would create a new Chapter 71, entitled “Snow Removal,” within the Robins Code of Ordinances, defining procedures, restrictions, and enforcement provisions related to snow removal operations; and

WHEREAS, pursuant to Section 362.3 of the Code of Iowa, the City Council must set a time and place for a public hearing prior to the adoption of said ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that a public hearing shall be held to receive public comment on **Ordinance No. 2508 – Creating Chapter 71, “Snow Removal,” of the Robins Code of Ordinances.**

BE IT FURTHER RESOLVED that the public hearing shall be held on the **17th day of November, 2025, at 6:00 p.m.** in the Robins City Hall Council Chambers, 265 South Second Street, Robins, Iowa.

BE IT FURTHER RESOLVED that the City Clerk/Treasurer is hereby directed to publish notice of said public hearing in accordance with State law.

Passed and approved this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

RESOLUTION NO. 1125-6

**A RESOLUTION APPROVING THE COMMUNITY SAVINGS BANK ORIENTATION
AGREEMENT TO AUTHORIZE ELECTRONIC PAYMENTS**

WHEREAS, the City of Robins currently processes payroll and accounts payable through Community Savings Bank; and

WHEREAS, Community Savings Bank requires an Origination Agreement to be executed by the City in order to authorize and initiate electronic funds transfers (EFT) for the payment of employee payroll, vendor invoices, and other authorized disbursements; and

WHEREAS, the Origination Agreement establishes the terms and conditions under which the City may originate Automated Clearing House (ACH) transactions, providing a secure and efficient method for processing payments; and

WHEREAS, the City Council finds it in the best interest of the City to enter into this agreement to enhance efficiency, accuracy, and timeliness in the City's financial operations;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

1. That the **Community Savings Bank Origination Agreement** is hereby approved.
2. That the **Mayor** and **City Clerk/Treasurer** are authorized and directed to execute said agreement on behalf of the City of Robins.
3. That City staff are authorized to implement electronic payment processes for payroll and accounts payable in accordance with the terms of the agreement.

PASSED AND APPROVED this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

Community Savings Bank Origination Agreement

This Agreement is made this 20 day of OCTOBER, 2025 by and between CITY OF ROBINS (the "Company") and Community Savings Bank (the "Financial Institution").

RECITALS

- A. Company wishes to initiate credit and debit entries pursuant to the terms of this Agreement and the NACHA Operating Rules and Guidelines (the "Rules"), and Financial Institution is willing to act as an Originating Depository Financial Institution (ODFI) with respect to such entries.
- B. Unless otherwise defined herein, capitalized terms shall have the meanings provided in the Rules. The term "Entries" shall have the meaning provided in the Rules and shall also mean the data received from the Company hereunder from which the Financial Institution prepares entries.
- C. The Financial Institution has identified the following SEC Codes to be processed. The Company may process an electronic entry for transaction classes of PPD, CCD, and CTX. The Financial Institution restricts the company to process an electronic entry for transaction classes of RCK and IAT and does not allow the Company to send or receive ACH transactions that involve unlawful Internet Gambling activity according to the Unlawful Gambling Enforcement Act of 2006 and Regulation GG.

AGREEMENT

1. **NACHA Operating Rules and Guidelines.** The Company has access to a copy of the Rules or may purchase a copy if they so desire. The Company agrees to comply with and be bound by the Rules. In the event the Company violates any of the applicable Rules and NACHA imposes a fine on the Financial Institution because of the Company's violation, the Financial Institution may charge the fine to the Company. The Financial Institution agrees to inform the Company of revisions to the Rules of which the Financial Institution has knowledge.
2. **U.S. Law.** It shall be the responsibility of the Company that the origination of ACH transactions complies with U.S. law.
3. **Governing Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of Iowa.
4. **Security Procedures.**
 - a. The Company and the Financial Institution shall comply with the security procedure requirements described in Section 4(c) with respect to entries transmitted by the Company to the Financial Institution. The Company acknowledges that the purpose of such security procedures is to verify authenticity and not to detect an error in the transmission or content of an Entry. No security procedures have been agreed upon between the Financial Institution and the Company for the detection of any such error.
 - b. The Company is strictly responsible for establishing and maintaining commercially reasonable security measures to safeguard against unauthorized transmissions and network infections.

Additionally, the Company warrants that no individual will be allowed to initiate transfers in the absence of proper supervision and safeguards, and agrees to take reasonable steps to maintain the confidentiality of security procedures and any passwords, codes, security devices and related instructions provided by the Financial Institution in connections with the security procedures detailed in Section 4(c). If the Company suspects that any such information or instructions are accessed by unauthorized persons, the Company will notify the Financial Institution immediately.

- c. The Financial Institution requires all files be formatted in a NACHA or other pre-approved format; transmission specifications will be established by Financial Institution.

The Financial Institution will not be responsible for verifying the authenticity of any person claiming to be an Authorized User of the Company or the authenticity of any instruction, direction or information provided. The Financial Institution may, but is under no obligation to, hold suspicious files, files that do not adhere to established security, exceed exposure limits, violate the terms of this agreement or the Rules, or for other reasons.

Electronic File Transmission

The Company's Authorized Representative will have access to the ACH system by utilizing the prearranged logon procedures. The Financial Institution will provide the Company with a token. The Company is responsible for user access setup and transmissions.

The Financial Institution will anticipate the receipt of an ACH file transmission from the Company on each scheduled processing date identified by the Company in writing and agreed to by the Financial Institution. The Company is responsible for ensuring that the Financial Institution receives the transmission on each processing date indicated in the processing schedule. The Company's Authorized Representative will notify the Financial Institution if a transmission will not take place on the prearranged schedule processing date.

The Financial Institution will verify that the file totals agree with the Company by an email. In the event of a discrepancy in the totals, the Company will call the Financial Institution.

The Company is solely responsible for the accurate creation, modification, and deletion of the account information maintained on the Company's personal computer and used for ACH money transfer. The Company agrees to comply with written procedures provided by the Financial Institution for the creation, maintenance, and initiation of ACH money transfers.

The Company is solely responsible for access by its employees of the data files maintained on the Company's computer(s).

The Company is responsible for operator security procedures on the computer(s) using the program.

5. Processing, Transmittal and Settlement by Financial Institution.

- a. Except as provided in Section 4, the Financial Institution shall (i) process entries received from the Company to conform with the file specifications set forth in the Rules, (ii) transmit such entries as an Originating Depository Financial Institution to the Federal Reserve (the "ACH Operator"), and (iii) settle for such entries as provided in the Rules.
 - b. The Financial Institution shall transmit such entries to the ACH Operator by the deadline of 4:00 pm one business day prior to the Effective Entry Date provided the ACH Operator is open for business on such business day, e.g. excluding Federal Holidays. If not, the Financial Institution shall use reasonable efforts to transmit such entries to the ACH Operator by the next deposit deadline on which the ACH Operator is open for business.
- 6. On-Us Entries.** Except as provided in Section 7, in the case of an entry received for credit or debit to an account maintained with the Financial Institution (an "On-Us Entry"), the Financial Institution shall credit or debit the Receiver's account in the amount of such entry on the Effective Entry Date contained in such entry, provided the requirements set forth in Section 5(b) are met. If either of those requirements is not met, Financial Institution shall use reasonable efforts to credit or debit the Receiver's account on the next business day following such Effective Entry Date.
- 7. Rejection of Entries.** The Financial Institution shall reject any entry which does not comply with the requirements of Section 1 or 4. The Financial Institution shall have the right to reject an On-Us Entry for any reason for which an entry may be returned under the Rules. The Financial Institution shall have the right to reject any Entry if the Company has failed to comply with its account balance obligations under Section 12. The Financial Institution shall notify the Company by phone or e-mail of such rejection no later than the business day such entry would otherwise have been transmitted by the Financial Institution to the ACH Operator. The Financial Institution shall have no liability to the Company by reason of the rejection of any such entry or the fact that such notice is not given at an earlier time than that provided for herein.
- 8. Cancellation or Amendment by Company.** The Company shall have no right to the cancellation or amendment of any entry after its receipt by the Financial Institution. However, the Financial Institution shall use reasonable efforts to act on a request by the Company for cancellation of an entry prior to transmitting it to the ACH Operator.
- 9. Notice of Returned Entries or Notifications of Change.** The Financial Institution shall notify the Company by phone or e-mail of the receipt of a returned entry or notification of change from the ACH Operator no later than one business day after the business day of such receipt.
- 10. Reinitiation of Entries.** The Company may not reinitiate entries except as prescribed by the Rules.
- 11. Payment.** The Company shall pay the Financial Institution the amount of each entry transmitted by the Financial Institution pursuant to this Agreement at such time on the settlement date. The Financial Institution shall promptly pay the Company the amount of each entry returned by a Receiving Depository Financial Institution.
- 12. The Account.** The Financial Institution may, without prior notice or demand, obtain payment of any amount due and payable to it under this Agreement by debiting or crediting the account 1400753 of the Company. The Company shall at all times maintain a balance of available funds in the account sufficient to cover its payment obligations under this Agreement. In the event there are not sufficient available funds in the account to cover the Company's obligations under this Agreement, the Company agrees that the Financial Institution may debit any account maintained by the Company with the Financial Institution or any affiliate of the Financial Institution or that the Financial Institution may off-set against any amount it owes to the Company, in order to obtain payment of the Company's obligations under this Agreement.
- 13. Account Reconciliation and Periodic Statement.** The periodic statement issued by the Financial Institution for the Company's account will reflect entries credited and debited to the Company's account. The Company agrees to notify the Financial Institution promptly of any discrepancy between the Company's records and the information shown on any such periodic statement. If the Company fails to notify the Financial Institution within 30 days of receipt of a periodic statement, the Company agrees that the Financial Institution shall not be liable for any other losses resulting from the Company's failure to give such notice.
- 14. Company Representations and Agreements; Indemnity.** The Company agrees that (a) each person shown as the Receiver on an entry received by the Financial Institution from the Company has authorized the initiation of such entry and the crediting of its account in the amount and on the Effective Entry Date shown on such entry, (b) such authorization is operative at the time of transmittal or crediting by the Financial Institution as provided herein, (c) entries transmitted to the Financial Institution by the Company are limited to those types of entries set forth in this Agreement, (d) the Company shall perform its obligations under this Agreement in accordance with all applicable laws and regulations, and (e) the Company shall be bound by and comply with the Rules as in effect from time to time, including without limitation the provision thereof making payment of an entry by the Receiving Depository Financial Institution to the Receiver provisional until receipt by the Receiving Depository Financial Institution of final settlement for such entry; and specifically acknowledges that if such settlement is not received, the credited and the Company shall not be deemed to have been paid the Receiver. The Company shall indemnify the Financial Institution against any loss liability or expense (including attorneys' fees and expenses) resulting from any breach of any of the foregoing agreements.

15. Financial Institution Responsibilities; Liability; Limitations on Liability; Indemnity.

- a. The Financial Institution shall be responsible only for performing the services expressly provided for in this Agreement, and shall be liable only for its negligence in performing those services. The Financial Institution shall not be responsible for the Company's acts or omissions (including without limitation the amount, accuracy, timeliness of transmittal or due authorization of any entry received from the Company) or those of any other person, including, without limitation, any Federal Reserve Bank or transmission or communications facility, any Receiver or Receiving Depository Financial Institution (including without limitation the return of an entry by such Receiver or Receiving Depository Financial Institutions), and no such person shall be deemed the Financial Institution's agent. Company agrees to indemnify the Financial Institution against any loss, liability or expense (including attorneys' fees and expenses) resulting from any claim of any person that the Financial Institution is responsible for, any act of omission by the Company or any other person described in this Section.
- b. In no event shall the Financial Institution be liable for any consequential, special punitive or indirect loss or damage that the company may incur or suffer in connection with this Agreement, including losses or damage from subsequent wrongful dishonor resulting from the Financial Institution's acts or omissions pursuant to this Agreement.
- c. The Financial Institution shall be excused from failing to act or delay in acting if such failure or delay is caused by legal constraint, interruption of transmission, or communication facilities, equipment failure, war, emergency conditions or other circumstances beyond the Financial Institution's control. In addition, the Financial Institution shall be excused from failing to transmit or delay in transmitting an entry if such transmittal would result in the established pursuant to Federal Reserve guidelines or if the Financial Institution is otherwise violating any provision of any risk control program of the Federal Reserve or any rule or regulation of any other U.S. governmental regulatory authority.
- d. The Financial Institution's liability for loss of interest resulting from its error or delay shall be calculated by using a rate equal to the average Federal Funds Rate at the Federal Reserve Bank of New York for the period involved. At the Financial Institution's option, payment of such interest may be made by crediting the Account.

16. Compliance with the Security Procedures. If an Entry (or a request for cancellation or amendment of an Entry) received by the Financial Institution purports to have been transmitted or authorized by the Company, it will be deemed effective as the Company's Entry (or request) and the Company shall be obligated to pay the Financial Institution the amount of such Entry (or request) even though the Entry (or request) was not authorized by the Company, whether or not the Financial Institution acted in compliance with the security procedures referenced in Section 4.

17. Inconsistency of Name and Account Number. The Company acknowledges and agrees that, if an entry describes the Receiver inconsistently by name and account number, payment of the entry transmitted to the Receiving Depository Financial Institution might be made by the Receiving Depository Financial Institution on the basis of the account number even if it identifies a person different from the named Receiver, and that the Company's obligation to pay the amount of the entry to the Financial Institution is not excused in such circumstances.

18. Amendments. From time to time, the Financial Institution may amend any of the terms and conditions contained in this Agreement, including without limitation, any cut-off time, any business day, and any part of the Schedule attached hereto. Such amendments shall become effective upon receipt of notice by the Company or such later date as may be stated in the Financial Institution's notice to the Company.

19. Notices and Instructions.

- a. Except as otherwise expressly provided herein, the Financial Institution shall not be required to act upon any notice or instruction received from the Company or any other person, or to provide any notice or advice to the Company or any other person with respect to any matter.
- b. The Financial Institution shall be entitled to rely on any written notice or other written communication believed by it in good faith to be genuine and to have been signed by an Authorized Representative, and any such communication shall be deemed to have been signed by such person.
- c. Except as otherwise expressly provided herein, any written Agreement shall be delivered, or sent to the following unless another address is substituted by notice delivered or sent as provided herein. Except as otherwise expressly provided herein, any such notice shall be deemed given when received:

Financial Institution: Community Savings Bank
Attention: Accounting Department
Address: 221 E Main Street, Manchester, IA 52057
Phone: (563) 927-4014
Email: accounting@csbiowa.com

And, if to Company, addressed to:

Company: CITY OF ROBINS
Attention: LISA GOODIN
Address: 265 S 2ND ST
City, State, Zip: ROBINS IA 52328

Phone: 319-393-0588

Email: CITYCLERK@CITYOFROBINS.ORG

20. **Data Retention.** The Company shall retain data on file adequate to permit remaking of Entries for 10 days following the date of their transmittal by the Financial Institution as provided here, and shall provide such data to the Financial Institution upon its request. The Company is also required to retain the Receiver's authorizations for 2 years after termination or revocation.
21. **Third Parties.** The Financial Institution does not accept Third-Party ACH files on our Customer's behalf.
22. **Reversing Entries.** The Company shall notify the Receiver that a reversing Entry has been transmitted to the Receiver's account no later than the Settlement Date on the reversing Entry. This notification may be made by the Company's method of choice (fax, telephone, etc.).
23. **Audit.** The Financial Institution has the right to audit the Company's compliance with the Rules, US Law, and Financial Institution policies.
24. **Termination.** The Financial Institution reserves the right to suspend or terminate this Agreement at any time for breach of any of the Rules. Termination is effective immediately upon written notice of such termination to the Company. The Company may terminate this Agreement with 30 days notice.
25. **Exposure Limits.** The total dollar amount of Entries transmitted, frequency of origination and payment application (debits or credits) originated by the Company to the Financial Institution shall comply with limits set forth in the attached Schedule (A). The Financial Institution will not process any files that go over the exposure limit until it is reviewed and approved by an Officer of the Financial Institution. The Financial Institution will review the exposure limit on an annual basis.
26. **Pre-notifications.** The Company may send pre-notifications six banking days prior to initiating the first entry to a particular account when submitting test files for initial set-up. The Company will not be required to send pre-notifications for additions to the file after testing. If the Company has received notice that such entry has been rejected by the Receiving Depository Financial Institution, the Company will make necessary changes to the rejected entry to insure that future transmissions are successful. The Company understands if no pre-notification is sent, that entry could be returned due to their own data entry error or incorrect account information that Company may have obtained.
27. **OFAC.** It shall be the responsibility of the Company that the origination of ACH transactions complies with U.S. laws. This includes, but is not limited to, sanctions enforced by the Office of Foreign Assets Control (OFAC). It shall further be the responsibility of the Company to obtain information regarding such OFAC enforced sanctions. (This information may be obtained directly from the OFAC Compliance Hotline at (800) 540-OFAC).
28. **Binding Agreement; Benefit.** This agreement shall be binding upon and to the benefit of the parties hereto and their respective legal representatives, successors, and assigns. This Agreement is not for the benefit of any other person, or no other person shall have any right against the Financial Institution or the Company hereunder.
29. **Entire Agreement.** This Agreement supersedes any prior Agreement(s) between the Financial Institution and Company with respect to such subject matter.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Company: CITY OF ROBINS

Signed By: _____

Printed/Typed Name: LISA GOODIN

Title: CITY CLERK

Financial Institution: Community Savings Bank

Signed By: 

Printed/Typed Name: CARRIE WILKINSON

Title: COMMUNITY BANKER

**Schedule (A)
Exposure Limit**

The exposure limits for CITY OF ROBINS have been reviewed and approved at \$ 60,000.00 for credit transactions & \$ 60,000.00 for debit transactions for the year 2025. The SEC codes have been reviewed and approved to process are PPD. The Financial Institution will not process any files that go over the exposure limit until it is reviewed and approved by an Officer of the Financial Institution. Please contact the Financial Institution if this limit is no longer sufficient.

Company: CITY OF ROBINS

Signed By: _____

Printed/Typed Name: LISA GOODIN

Title: CITY CLERK

Date: _____

Financial Institution: Community Savings Bank

Signed By: 

Printed/Typed Name: CARRIE WILKINSON

Title: COMMUNITY BANKER

Date: 10-20-25

RESOLUTION NO. 1125-8

**SETTING A PUBLIC HEARING DATE TO HEAR QUESTIONS AND CONCERNS
RELATING TO THE ADOPTION OF ORDINANCE NO. 2505 – AMENDING CHAPTER
165, ZONING, OF THE ROBINS CODE OF ORDINANCES**

WHEREAS, the City of Robins has prepared Ordinance No. 2505 proposing amendments to Chapter 165, Zoning, of the Robins Code of Ordinances; and

WHEREAS, the State Code of Iowa requires that a public hearing be held prior to the adoption of any ordinance amending zoning regulations or zoning maps; and

WHEREAS, the City Council of the City of Robins desires to provide opportunity for public input regarding the proposed amendments before final consideration of said ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

That a public hearing be set for Monday, November 17, 2025, at 6:00 p.m. at Robins City Hall, to hear questions and concerns relating to the proposed adoption of Ordinance No. 2505 – Amending Chapter 165, Zoning, of the Robins Code of Ordinances.

That notice of said public hearing shall be published in accordance with the requirements of the Iowa Code.

PASSED AND APPROVED this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2507

AN ORDINANCE AMENDING CHAPTER 165, OF THE MUNICIPAL CODE, OF THE CITY OF ROBINS, RELATING TO THE OFFICIAL ZONING MAP.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that Chapter 165 of the Municipal Code of the City of Robins, Iowa, is amended as follows:

SECTION 1. That the Official Zoning Map, originally adopted the 17th day of January, 2017, be repealed, and the attached new Official Zoning Map, with the plot date of ____ __th, 2025, be enacted.

SECTION 2. That the change as provided in this Ordinance shall be made a part of the replacement pages of the Municipal Code, City of Robins, Iowa, and made a part of said Code as provided by law.

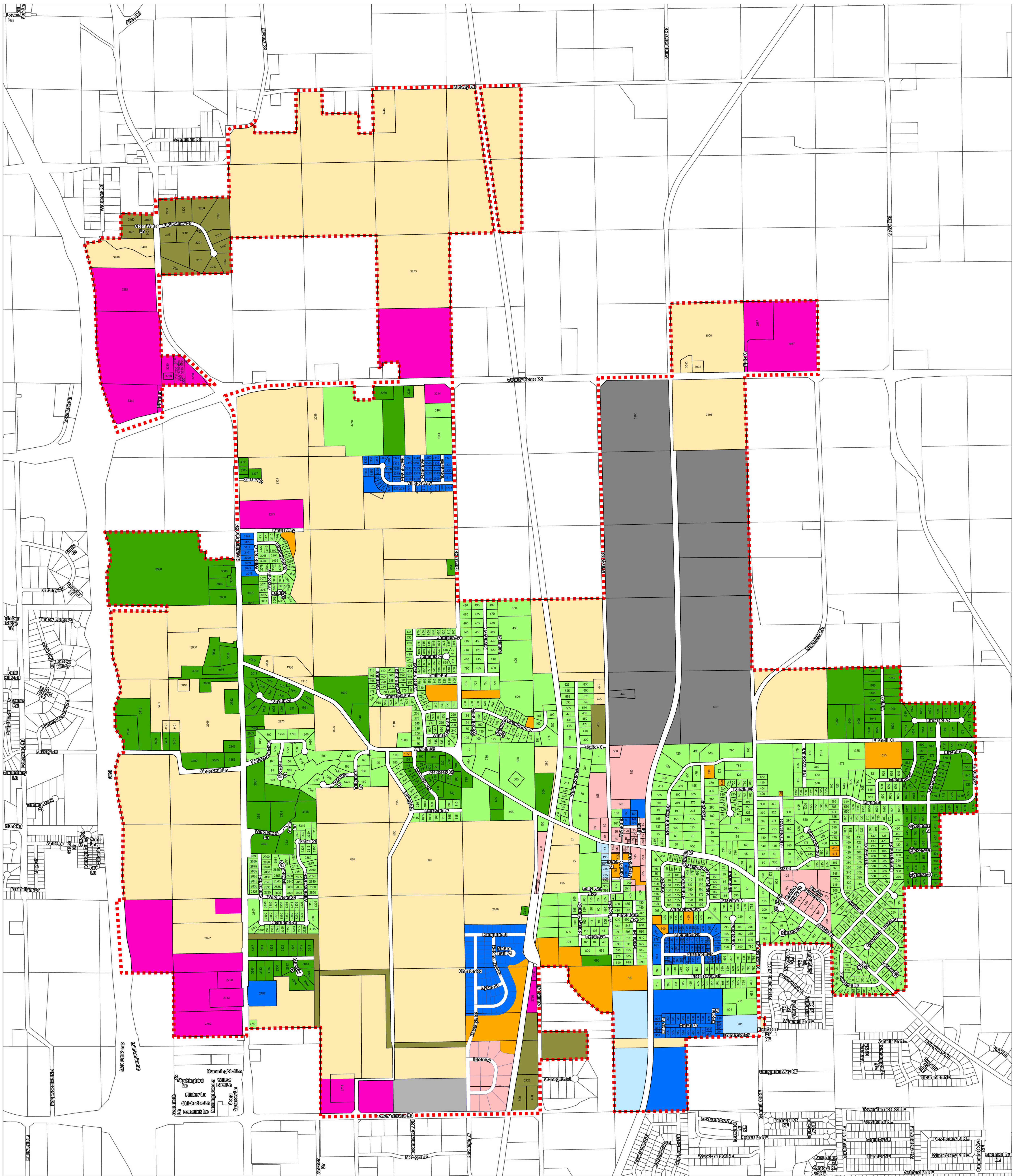
SECTION 3. Effective Date. That this ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED, this ____ day ____ 2025.

Chuck Hinz, Mayor

ATTEST:

Lisa B. Goodin, City Clerk/Treasurer



This is to certify that this is the official Zoning Map referred to in Ordinance No. _____ of the City of Robins, Iowa.

By: (Mayor) _____

Attest: (City Clerk) _____

By Official action of the City Council, the following changes were made on the Official Zoning Map

Ordinance No.	Date
_____	_____
_____	_____
_____	_____

This is to certify that this Official Zoning Map supercedes and replaces the Official Zoning Map adopted as part of Ordinance No. _____ of the City of Robins, Iowa.

By: (Mayor) _____

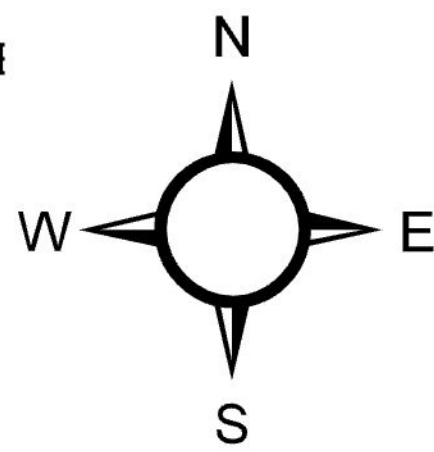
Attest: (City Clerk) _____

LEGEND

ZONING

- A-1 AGRICULTURAL
- R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL
- R-2 MEDIUM DENSITY MULTI-FAMILY RESIDENTIAL
- R-3 MEDIUM DENSITY MULTI-FAMILY RESIDENTIAL
- R-3A MEDIUM DENSITY MULTI-FAMILY RESIDENTIAL WITH ASSOCIATION
- R-4 HIGH DENSITY MULTI-FAMILY RESIDENTIAL WITH ASSOCIATION
- RMH MOBILE HOME PARK RESIDENTIAL
- C-1 CENTRAL BUSINESS DISTRICT

- C1-A
- C-2 HIGHWAY COMM
- PLI
- PMI
- PHI
- P-1
- PUD
- RI
- CORPORATE LIMITS



UPDATED: AUGUST 5, 2025
ADOPTED:
ORDINANCE NO:



RobinsZoningMap

ORDINANCE NO. 2508

AN ORDINANCE ADDING CHAPTER 71: SNOW REMOVAL, OF THE ROBINS
MUNICIPAL CODE.

BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. That Chapter 71: Snow Removal, is added to the Robins Municipal Code as follows:

CHAPTER 71: SNOW REMOVAL**71.01 Purpose****71.02 Snow Emergency****71.03 Parking Prohibited****71.04 City Snow Removal****71.05 Removal of Ice and Snow****71.06 Snow Deposited on Streets****71.07 Snow Deposited on Sidewalks****71.08 Other Restrictions**

71.01 PURPOSE. The purpose of this chapter is to establish a snow emergency procedure regarding parking on City streets, after a substantial (four inches) snowfall to enhance snow removal by City maintenance crews.

71.02 SNOW EMERGENCY.

1. All of the streets within the City are deemed snow routes. When conditions of snow or ice exist on the traffic surface of a designated snow route, it is unlawful for the driver of a vehicle to impede or block traffic.
2. The Mayor or designee shall be responsible for determining when conditions exist to declare a snow emergency and when the enforcement of this ordinance shall begin. The Mayor or designee is empowered to contact the designated media source when the snow emergency is in effect. The Mayor or designee is also empowered to end the prohibition on parking.
3. No person shall park, abandon, or leave unattended any vehicle on a designated snow route during a declared snow emergency or when there is a minimum of four (4) inches of snow on the road surface until such time as the streets have been cleared of accumulated snow from curb-to-curb.

71.03 PARKING PROHIBITED. Parking is prohibited on all City streets when snow has fallen in the following manner and a snow emergency has been declared in the following manner:

1. No person shall park any motor vehicle on any street in the City of Robins during a declared snow emergency until at such time the snow emergency has been lifted. The parking ban will be lifted when the Mayor or designee has lifted the snow emergency.

2. The Police Department of the City is authorized to order the removal and/or citation of any motor vehicle parked on the City streets in violation of this section.
3. Cost of towing will be the responsibility of the registered owner. Towed vehicles will not be released until towing costs are paid

71.04 CITY SNOW REMOVAL. The Superintendent of Public Works or designee shall select the sequence of streets to be cleared and shall determine when drifting, wind velocity, and additional snow or snowstorms require the snow removal equipment to be removed from the roadway. The City shall clear snow from snow route streets. The City will not clear snow and/or ice from private drives. Nor is the city obligated to clear snow from pathways, trails, or sidewalks. Normal snow removal operations may result in snow being deposited in private drives. The City will not be responsible for damage to mailboxes, fences, or other private structures on or within the right-of-way. There is no set length of time after a snowstorm in which the roadways will be cleared of snow.

71.05 REMOVAL OF SNOW AND ICE. It is the responsibility of the abutting property owners to remove the natural accumulations of snow and ice promptly from sidewalks, or if the ice cannot be removed, to treat the ice with sand, salt or other non-slippery substance. If a property owner does not remove the snow or ice or treat the ice within twenty-four (24) hours, the City may do so and assess the costs against the property owner for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2b & e])

71.06 SNOW DEPOSITED ON STREETS. It is unlawful for any person to throw, push, or place or cause to be thrown, pushed or placed, any ice or snow from private property, sidewalks, or driveways onto the traveled way of a street or alley so as to obstruct gutters, or impede the passage of vehicles upon the street or alley or to create a hazardous condition therein; except where, in the cleaning of large commercial drives in the business district it is absolutely necessary to move the snow onto the street or alley temporarily, such accumulation shall be removed promptly by the property owner or agent. Arrangements for the prompt removal of such accumulations shall be made prior to moving the snow.

(Code of Iowa, Sec. 364.12 [2])

71.07 SNOW DEPOSITED ON SIDEWALKS. No snow shall be deposited or moved by property owners in such manner as to obstruct a public sidewalk, nor shall it be deposited upon a neighboring parkway or other private property or hamper vision at any intersection of traveled roadways.

71.08 OTHER RESTRICTIONS. This section shall not amend, revise, or alter other parking restrictions in the City and shall not be deemed to permit parking where otherwise prohibited by ordinance.

SECTION 2. That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 135 Subsection 12 relating to Dumping of Snow

SECTION 3. That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 136 Subsection 03 relating to Removal of Snow and Ice

SECTION 4. That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 69 Subsection 10 relating to Snow Emergencies

SECTION 5. That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

SECTION 6. Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS ____th, day of ____, 2025.

Chuck Hinz, Mayor

ATTEST: _____
Lisa Goodin, City Clerk/Treasurer

- (1) Upon inspection of a complaint an authorized City employee determines that a code violation or nuisance condition exists on the property or finds probable cause that such violation or condition has occurred.
 - (2) The Council affirms the existence of a nuisance on an appeal of an order to abate or other notice of violation.
 - (3) There is a finding by agreement or court order that a municipal infraction or nuisance condition exists or existed.
- C. The City has abated any condition on the property, including mowing and clearing snow or ice from sidewalks, two or more times during any twelve-month period.
- D. An order to abate has been issued by any authorized City employee for the same code violation two or more times within a twelve-month period. If said order to abate has been appealed successfully, that order to abate shall not be included in the number of orders to abate attributed to the property for purposes of this code section.

ORDINANCE NO. 2509

AN ORDINANCE AMENDING CHAPTER 50 NUISANCE ABATEMENT PROCEDURE OF THE ROBINS CODE OF ORDINANCES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. Chapter 50 of the Code of Ordinances is amended by deleting the same and inserting in lieu thereof the following:

CHAPTER 50: NUISANCE ABATEMENT PROCEDURE

50.01	Definition of Nuisance	50.08	Request for Hearing
50.02	Nuisances Enumerated	50.09	Abatement in Emergency
50.03	Other Conditions	50.10	Abatement by City
50.04	Nuisances Prohibited	50.11	Collection of Costs
50.05	Nuisance Abatement	50.12	Installment Payment of Cost of Abatement
50.06	Notice to Abate: Contents	50.13	Failure to Abate
50.07	Method of Service	50.14	Nuisance Property

50.01 DEFINITION OF NUISANCE. Whatever is injurious to health, indecent, or unreasonably offensive to the senses, or an obstruction to the free use of property so as essentially to interfere unreasonably with the comfortable enjoyment of life or property is a nuisance.

(Code of Iowa, Sec. 657.1)

50.02 NUISANCES ENUMERATED. The following subsections include, but do not limit, the conditions which are deemed to be nuisances in the City:

(Code of Iowa, Sec. 657.2)

1. All diseased animals running at large.
2. Animals: Harboring or maintaining such number of dogs or cats or other animals, or combination thereof, as to create unhealthy or unsanitary conditions for the humans or animals occupying the premises.
3. Carcasses of animals not disposed of within 24 hours after death as provided by law.
4. All ponds or pools of stagnant water.
5. All trees, hedges, billboards or other obstructions which prevent persons from having a clear view of traffic approaching an intersection from cross streets in sufficient time to bring a motor vehicle driven at a reasonable speed to a full stop before the intersection is reached.
6. All buildings, walls, and other structures which have been damaged by fire, decay or otherwise to an extent exceeding one-half their original value, and which are so situated as to endanger the safety of the public.

7. Using non-display fireworks or allowing non-display fireworks to be used on any premises on dates and times not permitted by this Code of Ordinances or in violation of any state, federal or local law, code or ordinance.
8. All loud or unusual and unnecessary noises.
9. Offensive Smells. Erecting, continuing or using any building or other place for the exercise of any trade, employment or manufacture, which, by occasioning noxious exhalations, unreasonably offensive smells, or other annoyances, becomes injurious and dangerous to the health, comfort or property of individuals or the public.
10. Any discarded or unused material on real property that is not consistent with the condition and visual appearance of surrounding adjacent real properties. Types of unacceptable materials include dirt and gravel piles, rock piles, incomplete landscaping projects, eroded soil areas, pits, holes, and excavations.
11. Filth or Noisome Substance. Causing or suffering any offal, filth or noisome substance to be collected or to remain in any place to the prejudice of others.
12. Impeding Passage of Navigable River. Obstructing or impeding without legal authority the passage of any navigable river, harbor or collection of water.
13. Water Pollution. Corrupting or rendering unwholesome or impure the water of any river, stream or pond, or unlawfully diverting the same from its natural course or state, to the injury or prejudice of others.
14. Blocking Public and Private Ways. Obstructing or encumbering, by fences, buildings, or otherwise, the public roads, private ways, streets, alleys, commons, landing places, or burying grounds. Sporting equipment is permitted so long as it is removed in sufficient time as to allow snow and leaf removal. Such items may not protrude into the traveled portion of any roadways or walkways. (Ordinance #1104, 5/16/11)
15. Depositing Mud, Dirt and Debris on Public Ways: The depositing or allowing the depositing of mud, dirt, gravel or other debris on public ways.
16. Storing of Flammable Junk. Depositing or storing of flammable junk, such as old rags, rope, cordage, rubber, bones and paper, by dealers in such articles within the fire limits of the City, unless in a building of fireproof construction. **(See also Chapter 51)**
17. Air Pollution. Emission of dense smoke, noxious fumes or fly ash.
18. Weeds, Brush. Dense growth of all weeds, vines, brush or other vegetation in the City so as to constitute a health, safety or fire hazard.
19. Dutch Elm Disease. Trees infected with Dutch Elm Disease. **(See also Chapter 151)**
20. Emerald Ash Borer. Trees infected with the Emerald Ash Borer **(See also Chapter 151)**
21. All limbs of trees which are less than eight feet above the surface of any public sidewalk or street.
22. All trees, including dead or diseased, fallen trees or limbs or leaning trees, which

constitutes a hazard of blocking or damming any stream over which there is a bridge, during a heavy rain or a flooding event.

23. Action which causes a reasonable person on his/her property to fear for personal safety or personal property of the person.

24. Intentional obstruction of a residence.

25. Airport Air Space. Any object or structure hereafter erected within one thousand (1,000) feet of the limits of any municipal or regularly established airport or landing place, which may endanger or obstruct aerial navigation including take-off and landing, unless such object or structure constitutes a proper use or enjoyment of the land on which the same is located.

26. Houses of Ill Fame. Houses of ill fame, kept for the purpose of prostitution and lewdness; gambling houses; places resorted to by persons participating in criminal gang activity prohibited by Chapter 723A of the Code of Iowa or places resorted to by persons using controlled substances, as defined in Section 124.101 of the Code of Iowa, in violation of law, or houses where drunkenness, quarreling, fighting or breaches of the peace are carried on or permitted to the disturbance of others.

27. Miscellaneous: Any act done or committed by any person or any substance or thing kept, maintained, placed, or found in or on any public or private place which is annoying or damaging or injurious or dangerous to the public health, welfare, or safety and every action or thing done, permitted, maintained, allowed, or continued on any public or private property, by any person which is liable to or does endanger, annoy, damage, or injure any person or inhabitant of the City or property of said person or inhabitant.

28. Failure to pay to the City of Robins, when due, any fee or fine required by the Code of Ordinances.

29. Maintaining any violation of the Code of Ordinances.

50.03 OTHER CONDITIONS. The following chapters of this Code of Ordinances contain regulations prohibiting or restricting other conditions which are deemed to be nuisances:

1. Junk and Junk Vehicles (**See Chapter 51**)
2. Storage and Disposal of Solid Waste (**See Chapter 105**)
3. Trees (**See Chapter 151**)

50.04 NUISANCES PROHIBITED. The creation or maintenance of a nuisance is prohibited, and a nuisance, public or private, may be abated in the manner provided for in this chapter or State Law.

(Code of Iowa, Sec. 657.3)

50.05 NUISANCE ABATEMENT. Whenever the Mayor or other authorized municipal officer finds that a nuisance exists, such officer shall cause to be served upon the property owner a written notice to abate the nuisance within a reasonable time after notice.¹

(Code of Iowa, Sec. 364.12[3h])

50.06 NOTICE TO ABATE: CONTENTS. The notice to abate shall contain:

(Code of Iowa, Sec. 364.12 [3h])

1. Description of Nuisance. A description of what constitutes the nuisance.
2. Location of Nuisance. The location of the nuisance.
3. Acts Necessary to Abate. A statement of the act or acts necessary to abate the
a. nuisance.
4. Reasonable Time. A reasonable time within which to complete the abatement.
5. Right to request hearing. A statement advising that there is a right to request a hearing on the order to abate.
6. Assessment of City Costs. A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the City will abate it and assess the costs against such person.

50.07 METHOD OF SERVICE. The notice may be in the form of an ordinance or sent by certified mail to the property owner.

(Code of Iowa, Sec. 364.12[3h])

50.08 REQUEST FOR A HEARING. Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The Council shall set a hearing date as soon as practicable after receiving a written appeal. At such meeting, the applicant shall be given an opportunity to be heard and show just cause why a nuisance does not exist or why an extension of time is needed. At the conclusion of the hearing, the Council shall render a written decision as to whether or not a nuisance exists. If the Council finds that a nuisance exists, it shall order the nuisance abated within an additional time which is reasonable under the circumstances. The hearing will be before the Council at a time and place fixed by the Council. The finds of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

EDITOR'S NOTE: A suggested form of notice for the abatement of nuisances is included in the appendix of this Code of Ordinances. Caution is urged in the use of this administrative abatement procedure, particularly where cost of abatement is more than minimal or where there is doubt as to whether or not a nuisance does in fact exist. If compliance is not secured following notice and hearings, we recommend you review the situation with your attorney before proceeding with abatement and assessment of costs. Your attorney may recommend proceedings in court under Chapter 657 of the Code of Iowa rather than this procedure.

50.09 ABATEMENT IN EMERGENCY. If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the City may perform any action which may be required under this chapter without prior notice. The City shall assess the costs as provided in Section 50.11 after notice to the property owner under the applicable provisions of Section 50.05, 50.06, and 50.07 and hearing as provided in Section 50.08.

(Code of Iowa, Sec. 364.12[3h])

50.10 ABATEMENT BY CITY. If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the City may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk who shall pay such expenses on behalf of the City. The person issuing the order to abate a nuisance may enter into any building or place for the purpose of entering into property to remove or abate any nuisance.

(Code of Iowa, Sec. 364.12[3h])

50.11 COLLECTION OF COSTS. The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month, the Clerk shall certify the costs of the County Treasure and such costs shall then be collected with, and in the same manner, as general property taxes. If the Clerk is unable to certify the costs to the County Treasurer, collection may include referral to the debt collection program as administered by the Iowa Department of Revenue.

(Code of Iowa, Sec. 364.12[3h])

50.12 INSTALLMENT PAYMENT OF COST OF ABATEMENT. If the amount expended to abate the nuisance or condition exceeds five hundred dollars (\$500.00), the City may permit the assessment to be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under State law.

(Code of Iowa, Sec. 364.13)

50.13 FAILURE TO ABATE. Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this Code of Ordinances.

50.14 NUISANCE PROPERTY. Property may be deemed a nuisance property upon a determination by the Building Official or designee that any of the following conditions is true with respect to the property; except where otherwise indicated, a final adjudication of any of the violations listed is not a prerequisite to a property being deemed a nuisance property pursuant to this section:

- A. Four or more calls for service from the Robins Police Department within a six-month period. Calls for service relating to medical calls, fire calls or domestic disturbances, unless they are directly related to criminal activity, shall not be included in the number of calls attributed to the property for purposes of this code section.
- B. Having two or more founded code violations within a twelve-month period. A code violation is founded if:

- (1) Upon inspection of a complaint an authorized City employee determines that a code violation or nuisance condition exists on the property or finds probable cause that such violation or condition has occurred.
 - (2) The Council affirms the existence of a nuisance on an appeal of an order to abate or other notice of violation.
 - (3) There is a finding by agreement or court order that a municipal infraction or nuisance condition exists or existed.
- C. The City has abated any condition on the property, including mowing and clearing snow or ice from sidewalks, two or more times during any twelve-month period.
- D. An order to abate has been issued by any authorized City employee for the same code violation two or more times within a twelve-month period. If said order to abate has been appealed successfully, that order to abate shall not be included in the number of orders to abate attributed to the property for purposes of this code section.

SECTION 2. Repealer. All Ordinances or parts thereof in conflict with the provisions of the Ordinance are repealed.

SECTION 3. Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. This Ordinance shall be in full force and effect after its passage and publication as by law provided.

Passed and approved this 3rd day of November, 2025.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2510

AN ORDINANCE AMENDING CHAPTER 105, SOLID WASTE CONTROL, OF THE ROBINS MUNICIPAL CODE.

BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. That Section 105.02 is amended by inserting the following definition and renumbering the remaining definitions accordingly:

2. “Commercial dumpster” means both Front Load Dumpsters and Roll off Dumpsters, large, metal, bulk waste storage containers of one (1) yard of capacity or greater.

SECTION 2. That Section 105.10 shall be repealed and replaced with the following:

105.10 WASTE STORAGE CONTAINERS. Every person owning, managing, operating, leasing or renting any premises, dwelling unit or any place where refuse accumulates shall provide and at all times maintain in good order and repair portable containers for refuse in accordance with the following:

1. Container Specifications. Waste storage containers shall comply with the following specifications:
 - A. Residential. Residential waste containers, whether they be reusable, portable containers or heavy-duty disposable garbage bags, shall be of sufficient capacity, and leakproof and waterproof. Disposable containers shall be securely fastened, and reusable containers shall be fitted with a fly-tight lid which shall be kept in place except when depositing or removing the contents of the container. Reusable containers shall also be lightweight and of sturdy construction and have suitable lifting devices. Commercial dumpsters in residential areas must not be visible from the street for longer than ninety (90) days, without first obtaining a mechanical, electrical, plumbing, or building permit from the City. Upon issuance of a permit, a commercial dumpster may be used in residential areas for the duration of that permit. Commercial dumpsters must never be located in the right-of-way, yard setback, sidewalk, or street.
 - B. Commercial. Every person owning, managing, operating, leasing or renting any commercial premises where an excessive amount of refuse accumulates and where its storage in portable containers as required above is impractical, shall maintain metal bulk storage containers approved by the City.
2. Storage of Containers. All owners of residential and commercial premises shall be responsible for proper storage of all garbage and yard waste to prevent materials from being blown or scattered around neighboring yards and streets.
 - A. Residential. Residential solid waste containers shall be stored upon the residential premises.
 - B. Commercial. Commercial solid waste containers shall be stored upon private property, in accordance with Chapter 166, unless the owner has been granted written permission from the City to use public property for such purposes. The storage site shall be well-drained; fully accessible to collection equipment, public health personnel and fire inspection personnel.
3. Location of Containers for Collection.

- A. Residential. Residential containers for the storage of solid waste awaiting collection shall be placed outdoors at some easily accessible place along the curb or road shoulder by the owner or occupant of the premises served. Permanent storage container structures shall not be permitted in the public right-of-way.
 - B. Commercial. Commercial containers for the storage of solid waste shall be located on private property and shall be screened in accordance with the requirements of Chapter 166.
4. Nonconforming Containers. Solid waste placed in containers that are not in compliance with the provisions of this section will not be collected.

SECTION 3. That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

SECTION 4. Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5. Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS ____th, day of _____, 2025.

Chuck Hinz, Mayor

ATTEST: _____
Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2511

AN ORDINANCE AMENDING CHAPTER 135, STREET USE AND MAINTENANCE.

BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. That a new Section 135.01, DEFINITIONS be inserted and all following sections renumbered. Section 135.01 reads as follows:

1. “Parking” means that part of the street, avenue or highway in the City not covered by sidewalk, and lying between the lot line and the curb line. The grass lying between the innermost edge of a sidewalk, and the outermost curb of the roadway.
2. “Right-of-Way” means that portion of land lying between the lot line and the lot line on the opposing side of the roadway. This can include sidewalk, parking, roadway, median and other city-held spaces.
3. “Breakaway objects” are objects designed to separate from their base or yield upon impact in order to mitigate the destructive and injurious effects of an unexpected or uncontrolled impact.

SECTION 2. That Section 135.10, Maintenance of Parking or Terrace shall be repealed and replaced with the following:

135.11 RIGHTS-OF-WAY AND PARKING.

1. MAINTENANCE OF RIGHTS-OF-WAY AND PARKING.

- A. It shall be the responsibility of the abutting property owner to maintain all property outside the lot and property lines and inside the curb lines upon the public streets, except that the abutting property owner shall not be required to remove diseased trees or dead wood on the publicly owned property or right-of-way. Maintenance includes timely mowing, trimming trees and shrubs and picking up litter.

(Code of Iowa, Sec. 364.12[2c])

2. USE OF RIGHTS-OF-WAY AND PARKING.

- A. No person shall create, construct, modify, use or maintain upon, over or under the surface of any publicly owned real property or right-of-way within the City any structure or inanimate thing or other encroachment of a private character, unless and until written City permission is granted.
 - i. Exception: Mailboxes
 1. Standard mailboxes may be installed without city permission if they are installed according to US Postal Service regulations, including breakaway supports.
 2. For the purpose of this subsection, a standard mailbox consists of a lightweight sheet metal box meeting the specifications of the US Postal Service. Mailboxes of any kind not designed to bend or fall away when struck by a vehicle are prohibited.

- ii. Failure to comply with the above section within a reasonable time shall be considered a nuisance that may be subject to abatement

SECTION 3. That Section 135.11, is modified as follows:

135.12 FAILURE TO MAINTAIN PARKING. If the abutting property owner does not perform an action required under the above section within a reasonable time, the City may perform the required action and assess the cost against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2e])

SECTION 4. Chapter 135, sub-section 12 relating to Dumping of Snow is deleted from this chapter.

SECTION 5. That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

SECTION 6. Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 7. Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS ____th, day of _____, 2025.

Chuck Hinz, Mayor

ATTEST: _____
Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2512

**AN ORDINANCE AMENDING CHAPTER 69, PARKING REGULATIONS, OF THE ROBINS
MUNICIPAL CODE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. Chapter 69, sub-section 7, Item 11 is amended by deleting the same and inserting in lieu thereof the following:

11. Fire Station. Within Twenty-five (25) feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within seventy-five (75) feet of said entrance when signage properly posted.

SECTION 2. Chapter 69, sub-section 7, Item 23 and 24 are inserted as follows:

23. Between a safety zone or 10 feet from either end of the safety zone.
24. In front of a cut curb or ramp.

SECTION 3. Chapter 69, sub-section 10 relating to Snow Emergencies is deleted from this chapter.

SECTION 4. Separability of Provisions. It is the intention of the Council that each section, paragraph, sentence, clause, and provisions of this ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decisions shall not affect the remainder of this Ordinance nor any part thereof other than that affected by such decision.

SECTION 5. That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

SECTION 6. Effective Date. This Ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

PASSED AND APPROVED this ____ day of ____, 2025.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

RESOLUTION NO. 1125-7

A RESOLUTION ALLOCATING REMAINING FISCAL YEAR 2025 BUDGETARY FUNDS TO THE CITY'S RESERVE FUNDS

WHEREAS, the City of Robins has completed a review of its Fiscal Year 2025 financial performance and determined that certain departmental funds remain unexpended at the close of the fiscal year; and

WHEREAS, the City Council desires to allocate these remaining funds to the City's Reserve Funds in accordance with prudent fiscal management and the City's financial policies; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

1. The remaining Fiscal Year 2025 budgetary funds from each department are hereby allocated to the City's Reserve Funds as follows:

Fund/ Department	Remaining FY25 Budget	Reserve Allocation	Proposed Reserve Balance (12/01/25)
General Fund	\$205,789.91	\$78,258.97	\$627,632.67
• Police	\$67,379.75	\$67,379.75	\$157,055.75
• Fire	\$5,116.71	\$5,116.71	\$779,031.71
• Parks	\$41,037.10	\$41,037.10	\$66,037.10
• City Hall	\$13,997.45	\$13,997.45	\$38,997.45
Water Fund	\$36,562.91	\$36,562.91	\$252,377.67
Sewer Fund	\$90,107.78	\$90,107.78	\$663,311.57

2. The City Clerk/Treasurer is hereby directed to make the necessary bank transfers and accounting entries to complete these allocations.
3. This Resolution shall become effective immediately upon its passage and approval.

Passed and approved this 3rd day of November, 2025.

CITY OF ROBINS, IOWA

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

RESOLUTION NO. 1025-11

A RESOLUTION ADOPTING THE FOLLOWING PUBLIC CONDUCT POLICY FOR THE CITY OF ROBINS, IOWA

WHEREAS, the City Council of the City of Robins desires to adopt a public conduct policy to ensure order and decorum at City Council meetings;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robins, Iowa, the Public Conduct Policy be adopted:

PUBLIC CONDUCT POLICY FOR THE CITY OF ROBINS

DECORUM IN ALL PUBLIC MEETINGS: While the Council or any City Commission or Board is in session, all members of the public attending a meeting shall preserve order and decorum. This includes, but is not limited to, (1) handling all disagreements respectfully; (2) commenting only at the appropriate time, such as during public comment or when a public hearing opens; (3) commenting with remarks that relate only to the issue being discussed at that time; and (4) refraining from making comments that personally attack another. Any person making personal, impertinent or slanderous remarks, or becoming boisterous shall be immediately removed by the presiding officer from further attendance at said meeting unless permission for continued attendance is granted by a majority vote of the Council.

CITIZEN REMARKS: When public meetings are opened for public comment or public hearing, speeches from members of the public shall be limited to three minutes per person. At the end of the three minutes, the speaker shall be notified and given thirty seconds to wrap up their comment. A warning shall be issued at the end of the additional thirty seconds. If the speaker refuses to honor the time limit, they shall be notified one more time that their time has expired, followed by removal from the meeting if they refuse to comply.

PASSED AND APPROVED this 3rd day of November 2025

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

RESOLUTION NO. 1025-12

A RESOLUTION ADOPTING THE FOLLOWING CONDUCT POLICY FOR THE CITY OF ROBINS, IOWA

WHEREAS, the City Council of the City of Robins desires to adopt a conduct policy related to City Council meeting procedures to ensure order, efficiency, and uniformity at City Council meetings;

WHEREAS, the City Council of the City of Robins desires to adopt a conduct policy related to ethics to ensure transparency and fairness amongst public officials and members of the public;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robins, Iowa, the Conduct Policy be adopted:

CONDUCT POLICY FOR THE CITY OF ROBINS

CODE OF PROCEDURES

POWERS AND DUTIES: The Powers and Duties of the City Council are enumerated in Chapter 17, Subsection .02 of the Robins City Code.

EXERCISE OF POWER: The Extents of the Council's ability to exercise power are enumerated on in Chapter 17, Subsection .03 of the Robins City Code.

COUNCIL MEETINGS: Specifics of City Council Meetings are described in Chapter 17, subsection .04 of the Robins City Code.

MEETINGS: Specifics of any Meeting are described in Chapter 5 subsection .06 of the Robins City Code.

AGENDA PREPARATION: All written petitions, communications, and other matters to be submitted to the City Council for inclusion in the agenda packet for consideration at a scheduled regular, special, or other meeting shall be delivered to the City Clerk no later than noon on the Wednesday preceding the meeting. The Mayor is responsible for oversight of the preparation of the agenda, with agenda packet materials to be prepared under the guidance of the City Clerk.

Except for the circumstance described in the following paragraph, the Mayor may order any item to be deleted from the agenda.

If the Mayor believes a Councilor's agenda request is unreasonable, detrimental, or out of order, the Mayor will inform the requesting Councilor that a second Councilor's support is required and will also make the City Clerk aware of this request for agenda preparation purposes. This

concurrence of a second Councilor must be communicated to the City Clerk directly by the concurring Councilor or by the Mayor no later than noon on the Friday prior to the meeting.

Notwithstanding the paragraph above, the City Council shall have the authority to delete any items from the agenda and change the order of items on the agenda during the meeting by majority vote.

ORDER OF BUSINESS: The recommended order of business for a regular council meeting shall be as follows:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Agenda Approval
5. Consent Agenda
6. Claims and Financial Reports
7. Departmental Reports
8. Mayor and Council Reports
9. Special Presentations
10. Public Comment
11. Old Business
12. New Business
13. Consideration of Hearings, Ordinances & Resolutions
14. Closed Session (if needed)
15. Action Related to Closed Session (if needed)
16. Adjournment

The City Clerk, in preparing the agenda, shall have the authority to vary from this recommended schedule to expedite the conduct of business or accommodate persons having business to be considered by the Council. Likewise, the presiding officer shall have the authority to request the Council change the order of agenda at the meeting for the same reasons.

CODE OF ETHICS

PURPOSE: The citizens and businesses of Robins are entitled to have fair, ethical, and accountable local government, which has earned the public's full confidence for integrity. To ensure the effective functioning of democratic government and foster public confidence in the integrity of local government and its effective and fair operation requires:

Public officials, both elected and appointed (collectively "Public Officials"), comply with both the letter and spirit of the laws and policies affecting the operations of government; public officials be independent, impartial and fair in their judgment and actions; public

office be used for the public good, not for personal gain; and the public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

ACT IN THE PUBLIC INTEREST: Recognizing that stewardship of the public interest must be their primary concern, Public Officials will work for the common good of the people of Robins and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims, and transactions coming before the Robins City Council.

COMPLY WITH THE LAW: Public Officials shall comply with the laws of the nation, the State of Iowa, and the City of Robins in the performance of their public duties. These laws include, but are not limited to, the United States and Iowa constitutions, laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government and City ordinances and policies.

CONDUCT OF MEMBERS: The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety. Public Officials shall refrain from abusive conduct, personal charges, or verbal attacks upon the character or motives of other members of the City Council, boards and commissions, the staff or public.

RESPECT FOR PROCESS: Public Officials shall perform their duties in accordance with the policy and procedures and rules of order established by City Council governing the deliberation of public policy issues, meaningful involvement of the public and implementation of policy decisions of the City Council by City staff.

CONDUCT OF PUBLIC MEETINGS: Public Officials shall prepare themselves for public issues, listen courteously and attentively to all public discussions before the body, and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not relevant and appropriate to the business of the body, or otherwise interfering with the orderly conduct of meetings.

CONFLICT OF INTEREST: See Robins Code of Ordinances Chapter 5 Subsection .07

GIFTS AND FAVORS: See Robins Code of Ordinances Chapter 5 Subsection .11

CONFIDENTIAL INFORMATION: Public Officials shall respect the confidentiality of information concerning the property, personnel, or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial, or other private interest.

USE OF PUBLIC RESOURCES: Public Officials shall not use public resources that are not available to the public in general, such as City staff time, equipment, supplies, or facilities, for private gain or personal purposes.

REPRESENTATION OF PRIVATE INTERESTS: In keeping with their role as stewards of the public interest, Public Officials shall not appear on behalf of the private interests of third parties before the City Council or any board, commission, or proceeding of the City.

ADVOCACY: Public Officials shall represent the official policies or positions of the City Council to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, Public Officials shall explicitly state they do not represent their body or the City of Robins, nor will they allow the inference that they do.

POLICY ROLE OF MEMBERS: Public Officials shall respect and adhere to the mayor-council structure of Robins city government as outlined by the Code of Iowa and City of Robins Code of Ordinances. In this structure, the City Council determines the policies of the City with the advice, information, and analysis provided by the public, boards, and commissions and City staff. The City Council does not take an active role in day-to-day operations or administration of the city.

INDEPENDENCE OF BOARDS AND COMMISSIONS: Because of the value of the independent advice of boards and commissions to the public decision-making process, members of City Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

POSITIVE WORK PLACE ENVIRONMENT: Public Officials shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Public Officials shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

IMPLEMENTATION: As an expression of the standards of conduct for Public Officials expected by the City, the Robins Code of Conduct is intended to be self-enforcing. It therefore becomes most effective when Public Officials are thoroughly familiar with it and embrace its provisions. For this reason, ethical standards shall be included in the regular orientations for candidates for the Mayor and City Council and newly elected and appointed officials. Public Officials entering office shall sign a statement affirming they read and understood the City of Robins Code of Conduct. In addition, the Code of Conduct shall be annually reviewed by the City Council and the City Council shall update it as necessary.

COMPLIANCE AND ENFORCEMENT: The Robins Code of Conduct expresses standards of ethical conduct expected for Robins City Council and the Mayor. Public Officials have the primary

responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the government.

Public Officials that intentionally and repeatedly do not follow proper ethical standards may be reprimanded or formally censured by the City Council. It is the responsibility of the City Council to initiate action if a City Council member's behavior may warrant censure. City Council members shall submit written notification to the offending City Council member detailing infractions of the Code of Conduct.

If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being challenged, then the matter should be referred to the Mayor Pro-Tem for investigation. It is the responsibility of the Mayor, or Mayor Pro-Tem, to initiate action if a member of the City Council's behavior or the Mayor's behavior, may warrant censure. If no action is taken by the Mayor, or Mayor Pro-Tem, the alleged violation(s) can be brought to the full City Council in a public meeting..

If violation is outside of the Code of Conduct, the alleged violation shall be referred to the Mayor. The Mayor shall ask the Chief of Police to investigate the allegation and report the findings to the Mayor. It is the Mayor's responsibility to take the next appropriate action. These actions can include, but are not limited to, discussing and counseling the individual on the violations or recommending censure to the full City Council to consider in a public meeting. If the Mayor is the individual whose actions are being challenged, the Mayor Pro-Tem shall ask the Chief of Police to investigate the allegation and report the findings to the Mayor Pro-Tem. It is the Mayor Pro-Tem's responsibility to take the next appropriate action. These actions can include, but are not limited to, discussing and counseling the Mayor on the violations or recommending censure to the full City Council to consider in a public meeting.

A violation of this Code of Conduct shall not be considered a basis for challenging the validity of a City Council decision.

CODE OF CONDUCT STATEMENT OF UNDERSTANDING: By signing below, I acknowledge that I have received a copy of the Code of Conduct. I confirm that I have read and understand the Code of Conduct and as a condition of fulfilling my term serving as a member of the Robins City Council or Mayor, I agree that I shall comply with the standards of conduct established in the Code of Conduct.

City Council Member or Mayor Signature: _____

PASSED AND APPROVED this 3rd day of November 2025

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2505**AN ORDINANCE AMENDING CHAPTER 165 ZONING REGULATIONS OF THE
ROBINS CODE OF ORDINANCES**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

SECTION 1. Chapter 165 of the Code of Ordinances is amended by deleting the same and inserting in lieu thereof the following:

CHAPTER 165**ZONING REGULATIONS**

July 2025

165.01 Title and Purpose; Compatibility	165.23 A-1 – Agricultural
165.02 Definitions	165.24 R-1 – Low Density Single-Family Residential
165.03 Administration and Enforcement	165.25 R-2 - Medium Density Single-Family Residential
165.04 Zoning Administrator	165.26 R-3 – Medium Density Two-Family Residential
165.05 Board of Adjustment	165.27 R-3A – Medium Density Two-Family Residential with Association
165.06 Appeals to the Board of Adjustment	165.28 R-4 – High Density Multiple-Family Residential
165.07 Use Categories	165.29 RMH – Mobile Home Park Residential
165.08 Variances	165.30 C-1 – Central Commercial Business District
165.09 Planning and Zoning Commission	165.31 C-1A – Neighborhood Commercial District
165.10 City Council	165.32 C-2 – Highway Commercial District
165.11 Amendments	165.33 PLI – Planned Light Industrial District
165.12 Building Permits and Certificate of Occupancy Requirements	165.34 PMI – Planned Medium Industrial District
165.13 Interpretation of Provisions	165.35 PHI – Planned Heavy Industrial District
165.14 Violations and Penalties	165.36 P-1 – Public Use
165.15 Establishment of Districts and Official Zoning Map	165.37 RI – Research Park Innovation District
165.16 Changes In Official Zoning Map	165.38 RL – Robins Landing Overlay District
165.17 Interpretation of District Boundaries	165.39 FP – Flood Plain Overlay District
165.18 Applicability of Regulations	165.40 PUD – Planned Unit Development
165.19 District Regulations	
165.20 Sign Regulations	
165.21 Fence, Wall and Hedge Regulations	
165.22 Off-Street Parking and Loading	

165.01 TITLE AND PURPOSE; COMPATIBILITY. This chapter shall be known, cited and referred to as the Robins Zoning Ordinance. The Robins Zoning Ordinance, as set forth in the text and map which constitute such Ordinance, is adopted with the purpose of improving and protecting the public health, safety, comfort, convenience and general welfare of the people and in accordance with the Code of Iowa Section 414.3. The fulfillment of this purpose is to be accomplished by seeking:

1. To lessen congestion on the public streets.
2. To avoid undue concentration of population.
3. To prevent the overcrowding of land, thereby ensuring proper living and working conditions and preventing the development of blight and slums.
4. To establish adequate standards for the provision of light, air and open spaces.
5. To facilitate the provision of adequate transportation, and of other public requirements and services such as water, sewage, schools and parks.
6. To zone all properties with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City.
7. To protect residential, business, commercial, and industrial areas alike from harmful encroachment by incompatible uses and to ensure that land allocated to a class of uses shall not be usurped by other inappropriate uses.
8. To avoid the inappropriate development of lands and provide for adequate drainage, curbing of erosion and reduction of flood damage.
9. To fix reasonable standards to which buildings and structures shall conform.
10. To prevent such additions to, and alterations or remodeling of, existing buildings or structures as would not comply with the restrictions or limitations imposed herein.
11. To foster a more rational pattern of relationship between residential, business, commercial and manufacturing uses for the mutual benefit of all.
12. To isolate or control the location of unavoidable nuisance-producing uses.
13. To prescribe penalties for any violation of the provisions of this chapter or of any amendment thereto.
14. To define the powers and duties of the administrative and enforcement officers.

The standards and requirements contained in this Chapter and the district mapping reflected on the Zoning District Map have all been made in accordance with the officially adopted Comprehensive Plan by the City of Robins.

165.02 DEFINITIONS. In case of any difference of meaning or implication between the text of this chapter and any caption or illustration, the text shall control. The following definitions shall be observed and applied, except when the context clearly indicates otherwise.

1. “Abutting” means adjoining or bordering.
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2. “Access” means the right to cross between public and private property, allowing pedestrians and vehicles to enter and leave property.
3. “Accessible Parking Space” means parking spaces accessible for persons with disabilities.
4. “Accessory Parking” means the parking of vehicles of the residents, customers, guests, employees, or owners of a site, not including vehicles for sale by the owner or tenant of the site. Vehicles under this definition must be registered and licensed, and must be able to be started and move on their own power a distance of at least 200 yards. Accessory parking outdoors for more than 72 hours is considered outdoor storage as defined in this chapter.
5. “Accessory building, structure, tree house or use” means a use or structure subordinate to the principal use of a building or land on the same lot or parcel of ground and serving a purpose customarily incidental to the use of the principal building or use of land and shall not exceed 1,250 square feet. (Ordinance No. 1501, 3/2/15)
6. “Accessory Use” means a use incidental to, and on the same lot as, a primary use.
7. “Adaptive Reuse” means rehabilitation or renovation of existing building(s) or structures for any use(s) other than the present use(s).
8. “Adult Entertainment Facilities”: See Table 165.07-7.
9. “Agriculture” means the use of land for the purpose of raising and harvesting crops; or for the raising, breeding, pasturing or management of domestic animals, poultry, fish, and honeybees; or for dairying, truck gardening, forestry, nurseries, or orchards; for the non-commercial on-farm storage or processing of agricultural products; or for any similar agricultural, horticultural, silva-cultural, or aqua-cultural use. Agricultural use shall not allow land to be operated as commercial feedlots and fur farms or for the disposal of garbage, sewage, rubbish or offal or rendering plants or for the slaughtering of animals, except such animals as have been raised on the premises or have been maintained on the premises.
10. “Airport” means any area of land or water which is used or intended for use for the landing and taking off of aircraft, and any appurtenant areas which are used or intended for use for airport buildings or other airport facilities or right-of-ways, including all necessary taxiways, aircraft storage and tie-down areas, hangars and other buildings and open spaces.
11. “Alley” means any dedicated public way affording a secondary means of vehicular access to abutting property, and not intended for general traffic circulation.
12. “Alterations, structural” means any change in the supporting members of a building such as bearing walls, columns, beams, or girders.
13. “Ambient Sound Level” The amount of background noise at a given location prior to the installation of Small Wind Energy System, which may include, but is not limited to, traffic, machinery, lawnmowers, general human activity, and the interaction of the wind with the landscape. Ambient Sound Level is measured on the Decibel – dB(A) – weighted scale as defined by the American National Standards Institute (ANSI).

14. “Animal Hospital or Clinic” means an establishment where animals are admitted principally for examination, treatment, board or care by a doctor of veterinary medicine. This does not include open kennels or runs.
15. “Apartment” means a room or suite of rooms used as the dwelling of a family, including bath and culinary accommodations, located in a building in which there are multiples of these units.
16. “Artificial Lake and Ponds” means man made area where water collects and stored over a long period of time. All lakes and ponds shall meet or exceed the Iowa Department Natural Resource requirements and regulations.
17. “Assisted Living Facility” means a residence for 2 or more elderly that provides rooms, meals, personal care and supervision of self-administered medication. These facilities may provide other services, such as recreational activities, financial services, and transportation.
18. “Automobile repair” means the general repair, engine rebuilding, collision service or reconditioning of motor vehicles.
19. “Automobile service station” means an establishment for the retail sale of fuel, lubricants, tires or other similar products and supplies for vehicles, including minor accessory parts. It may also include minor parts installation, towing, servicing, vehicle washing facilities, and minor repairs of vehicles and trailer rental when secondary to the above activities. Major repairs and sales of vehicles are expressly excluded.
20. “Balcony” means an unroofed platform, unenclosed except by a railing, which projects from the outer wall of any building above ground level with or without support other than the building.
21. “Basement” means that portion of a building which is partly below grade but has more than one-half its height below the average grade of the adjoining ground. For the purpose of this chapter a basement is not considered a story unless designed or used for habitable space or business purposes.
22. “Bed and breakfast” means any single-family or multi-family dwelling unit used for the purpose of overnight or temporary lodging for one or more persons wherein meals may also be provided.
23. “Board” means the Board of Adjustment as described in Section 414.7 of the Code of Iowa.
24. “Boarder” means an individual other than a member of the family occupying a dwelling unit who, for a consideration, is furnished sleeping accommodations, meals, and may be provided personal care, financial services, counseling or other such services.
25. “Boarding house” means a building other than a hotel or motel where, for compensation and by prearrangement for definite periods, meals (or lodging and meals) are provided for three (3) or more persons.
26. “Broadcast tower” means a structure for the transmittal or broadcast of radio, television, radar or microwaves, which exceeds the maximum height permitted in the

district in which it is located; provided, however noncommercial radio towers not exceeding fifty (50) feet in height are not to be considered broadcast towers.

27. “Building” means any structure designed or built for the support, shelter, enclosure or protection of persons, animals, chattels or movable property of any kind, and includes any structure.

28. “Building envelope” means the build able area of lot which remains after the minimum yard setbacks, height requirements, and open space requirements of this chapter have been complied with.

29. “Building, height of” means the vertical distance from the grade to the highest point of the coping of a flat roof or to the deck line of a mansard roof, or to the average height level between eaves and ridge for gable, hip and gambrel roofs.

30. “Building line” means a line formed by the face of the building; and, for the purposes of this chapter, a minimum building line is the same as a front setback line.

31. “Building, main or principal” means a building in which is conducted the principal use of the lot on which it is situated.

32. “Business” means the engaging in the purchase, sale, barter, or exchange of goods, wares, merchandise, or services, the maintenance or operations of offices or recreational and amusement enterprises for profit.

33. “Business establishment” means a place of business carrying on operations, the ownership and management of which are separate and distinct from those of any other place of business located on the same zoning lot.

34. “Car wash” means any building or portion thereof, containing facilities for the primary purpose of washing vehicles, using production line methods with a chain conveyor, blower, steam cleaning device, or other mechanical devices; or providing space, water, equipment or soap for the complete or partial hand-washing of such vehicles, whether by attendant or customer.

35. “Cellar” means that portion of a building partially or wholly underground, having half or more than half its clear height below the grade plane. A cellar is non-habitable and is not counted as a story.

36. “Cemetery” means land used or intended to be used for the burial of the human dead and dedicated cemetery purposes, including columbarium’s, crematories, mausoleums, and mortuaries if operated in connection with, and within the boundaries of such cemetery.

37. “Cemetery, pet” means land used or intended to be used for the burial of domesticated animals and dedicated for pet cemetery purposes.

38. “Child day care facility” means a facility in which six or more children are received for part or all of a day for care and/or instruction. The facility shall be approved and licensed by the State of Iowa. The term “child day care facility” includes but is not limited to the following: nursery schools, child care centers, day nurseries, kindergartens, preschools and play groups, but does not include bona fide kindergartens or nursery schools operated by public or private elementary or secondary school systems.

39. “Church” means a building or structure, or groups of buildings or structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses.
40. “Clinic, medical or dental” means an organization of specializing physicians and/or dentists, who have their offices in a common building. A clinic does not include in-patient care.
41. “Club” shall mean the same as “lodge.”
42. “Conceptual Plan” means a document that shows an illustration of the architectural features and materials of a proposed building, proposed location of the building on the lot and proposed means of access.
43. “Convalescent home” shall mean the same as “nursing home”.
44. “Convenience store” means any retail establishment offering for sale prepackaged food products; household items; newspapers and magazines, drinks, sandwiches and other freshly prepared foods, as well as other similar convenience goods and the on-site dispensing and sales of vehicular fuel.
45. “Deck” means a covered or uncovered platform area, accessible at or from above grade, and attached to the ground.
46. “Design Requirements” means the current edition of SUDAS and supplemental as adopted by the City
47. “Drive-up” means any establishment that by design, physical facilities, service, or by packaging procedures encourages or permits customers to receive services, obtain goods or be entertained while remaining in their motor vehicles.
48. “Dwelling” means any building or portion thereof consisting of a dwelling unit that is used exclusively for residential purposes. Said building shall have an outside dimension of no less than twenty-four (24) feet for the main body, and 900 square feet of floor area above grade, excluding any attached garage, if any.
49. “Dwelling, condominium” means a multiple dwelling as defined in this chapter whereby the fee title to each dwelling unit is held independently of the others.
50. “Dwelling, cooperative” means a housing unit that is owned and controlled jointly by a group of individuals who have equal shares, membership, and/or occupancy rights to the housing community
51. “Dwelling, duplex” means a two-family dwelling designed for or occupied by two families only, with separate housekeeping and cooking facilities for each family.
52. “Dwelling, multiple” means a building designed with accommodations in order to be occupied exclusively by more than three (3) families living independently of each other.
53. “Dwelling, patio home” means a dwelling as defined in this chapter whereby the fee title to each dwelling unit is held independently of the others. Each unit is erected on a separate lot and may be separated from others by an approved wall or walls.

54. “Dwelling, row home” means any one of three or more attached dwellings in a continuous row, each such dwelling designed and erected as a unit on a separate lot, and separated from one another by an approved wall or walls.
55. “Dwelling, single-family” means a building designed with accommodations for exclusive occupancy by one (1) family.
56. “Dwelling, town home” means a multiple dwelling as defined in this chapter whereby the fee title to each dwelling unit is held independently of the others. Each unit is erected on a single lot and separated from others by an approved wall or walls.
57. “Dwelling, two-family” means a building designed with accommodations for occupancy exclusively by two (2) families living independently of each other and the dwellings are joined together on a common boundary line with a common wall between units.
58. “Dwelling unit” means any room or group of rooms located within a dwelling, and forming a single habitable unit with facilities that are used, or intended to be used, for living, sleeping, cooking, eating, and sanitation, by one family.
59. “Dwelling unit, Accessory” means a smaller, independent residential dwelling unit located on the same lot as a primary residence. It must include space for living, sleeping, cooking, and bathrooms independent of the primary residence and can be accessed without going through the main house.
60. “Efficiency unit” means a dwelling unit consisting of one principal room exclusive of bathroom, kitchen, hallway, closets, or dining alcove directly off the principal room, providing such dining alcove does not exceed 125 square feet in area.
61. “Family” means one or more persons related by direct lineal descent, marriage, adoption or placement by a governmental or social service agency, occupying a dwelling unit as a single housekeeping organization. A family may also be two, but no more than two persons not so related, and the children of either or both, including children by adoption, legal guardianship or as foster or step parent-child, living together on the premises as a common household. A family may also include domestic servants and health care providers residing with the said family.
62. “Family group care home” means a residential facility having fifteen (15) beds or less providing 24-hour room, board, personal assistance and a program of services designed to meet the special needs of mentally or physically disabled persons who cannot live alone. The home must be duly approved and licensed as required by applicable State and local regulations.
63. “Farm” means an area where farming is the main or principal use of the land and buildings within the area or an area of not less than five (5) acres where agriculture use is an accessory use for the growing of common agricultural products such as vegetables, fruits and grains, and their storage upon the area, as well as the keeping of domestic animals as permitted by the Robins Animal Control regulations.
64. “Farm building” means a building or structure used for farming purposes within a farm unit.

65. “Farming” means a business engaged in the cultivating, harvesting and storage of agricultural products; or the rearing, raising, pasturing, and management of agricultural domestic animals; and the maintenance and operations of equipment or farm buildings used within a farm unit for a profit.
66. “Feedlot” means a lot, yard, corral, or other area in which domestic animals are present and confined, for the purposes of feeding and growth before slaughter. This does not include areas which are used for the raising of crops or other vegetation and upon which domestic animals are allowed to graze or feed as permitted by Robins Animal Control regulations.
67. “Feedlot, commercial” means a confined area where 500 or more cattle, swine, sheep, or 30,000 or more fowl are housed, penned and fed.
68. “Fence” means a structure more than 18 inches in height, erected as a barrier for separating or enclosing all or a portion of a field, yard, or other area adjoining real property, or for the purpose of preventing intrusion or straying.
69. “Fence, non-agricultural” means a fence that is not used for agricultural purposes.
70. “Fence, temporary” means a fence erected for a short duration to serve a specific limited functional purpose (e.g. snow, soil erosion, construction public safety barrier) and once the purpose has been served, the temporary fence will be removed from the property. A temporary fence shall meet all fencing requirements specified within this Code of Ordinances except no building permit shall be required.
71. “Floodplain” is defined in Chapter 160 of this Code of Ordinances.
72. “Floodway” is defined in Chapter 160 of this Code of Ordinances.
73. “Floor area” means the sum of the gross horizontal areas of the several floors of the building measured from the exterior faces of the exterior walls or from the centerline of wall separating two buildings. The “floor area” of a building includes basement floor area, elevator shafts, stairwells at each floor, floor space used for mechanical equipment (except equipment, open or closed, located on the roof), penthouses, attic space having headroom of seven feet, ten inches (7'10") or more, interior balconies and mezzanines, enclosed porches, and floor areas devoted to accessory uses. Space devoted to off-street parking, is not included in “floor area.”
74. “Frontage” means all the property on one side of a street between two intersecting streets (crossing or terminating), measured along the line of the street, or if the street is dead ended, then all of the property abutting on one side between an intersecting street and the dead end of the street.
75. “Garage, private” means a building that is subordinate or used for storage of motor-driven vehicles owned and used by the occupants of the building to which it is accessory and shall not exceed 1,250 square feet. (Ordinance No. 1701, 5/15/17)
76. “Garage, public” means a building or portion thereof other than a private or storage garage, designed or used for equipping, servicing, repairing, hiring, selling or storing motor-driven vehicles.

77. “Garage, storage” means a building or portion thereof designed or used for term storage of personal belongings by pre-arrangement, and at which motor fuels and oils are not sold, and motor driven vehicles are not equipped, repaired, hired or sold.
78. “Garden house” means an accessory structure of not more than 140 square feet in area and having a height of eight (8) feet or less constructed primarily for storage.
79. “Grade” means the average level of the finished surface of the ground adjacent to the exterior walls of the building except when any wall approximately parallels and is not more than five (5) feet from a street line, then the elevation of the street shall be grade. The purpose is to regulate the number of stories and height of a structure.
80. “Greenway” a strip of undeveloped land near an urban area, set aside for recreational use or environmental protection
81. “Health club” means a non-medical service establishment intended to maintain or improve the physical condition of persons and containing exercise and game equipment and facilities, steam baths, saunas or similar equipment and facilities. This definition shall not be construed to include massage establishments as defined herein.
82. “Home occupation” means any business, occupation or activity conducted for gain within a residential building, or an accessory building thereto, which is incidental or secondary to the primary use of such building for dwelling purposes and which does not change the essential residential character of the primary building. The following regulations are designed to protect and maintain the residential character of a neighborhood within residential zoned districts while permitting certain limited commercial activities that are traditionally carried out in a home and meet the following limitations:
- A. All home occupation activities shall be carried out wholly within the principal structure or in an accessory building. No more than twenty percent (20%) of floor area of the principal building, and no more than five hundred (500) square feet of floor area of an accessory building, shall be devoted to the activity.
 - B. No person who is not a member of the immediate family and residing on the premises shall be employed in the activity on the premises.
 - C. No outside storage of material or equipment shall create any external evidence of the home occupation.
 - D. No toxic chemicals or highly flammable or explosive materials shall be stored within the buildings or used in the activity.
 - E. No activity shall be permitted that is noxious, offensive or hazardous by reason of pedestrian or vehicular traffic, or by creation of noise, odor, refuse, heat, vibration, smoke, radiation or any other objectionable emissions, or by interference with televisions or radio reception.
 - F. No mechanical, electrical or other equipment within the occupation shall create noise, vibration, glare, fumes, odors, or electrical interference detectable outside the building.

G. Not more than one business motor vehicle, no more than one (1) ton in size, in conjunction to the home occupation, shall be permitted to be parked outside of any building.

H. No separate entrance from outside the building or alterations of a building shall be made that changes the character and appearance thereof as a residential building.

I. Does not have any signs or display(s) that indicate from the exterior, that the building is being utilized in part for any purpose other than that of a residential dwelling.

J. Improvements necessary to bring a residence into compliance with commercial building code requirements shall not be allowed. The practical consequence of this restriction is that businesses requiring commercial building code improvements are considered not allowed as home occupations.

K. The following occupations are specifically prohibited from being operated as home occupations:

- (1) Sexually oriented business establishments.
- (2) Motor vehicle and accessory sales or rental, repair and/or painting, including trailer rental or sales.
- (3) Renting of rooms by a resident owner to more than two (2) roomers.
- (4) Taxicab and/or limousine businesses.
- (5) Barber, beauty, tanning and/or nail shops, except when customer visits are by appointment only and are limited to no more than two customers in any one-hour period. Beauty and barbershops allowed under these provisions shall be registered with the appropriate licensing and inspection authorities.
- (6) Medical or dental clinic.
- (7) Restaurant.
- (8) Kennel and veterinary clinic.
- (9) Funeral home.
- (10) Home occupations already established on the effective date of the ordinance codified in this subsection (Ordinance No. 0507) and rendered non-conforming by the provisions thereof, shall be allowed 180 days to bring the property in conformance or be subject to a municipal infraction.

83. "Hotel" means a residential building licensed by the State and occupied and used principally as a place of lodging for guests. Hotels may or may not provide meals.

84. "Institution" means an establishment occupied or operated by a private or public non-profit corporation, association, organization, or group for use or benefit of the general public.

85. “Irregular Lot” means one that is not square or rectangular shaped so that application of setback requirements is difficult.
86. “Junk/salvage yard” means any lot or portion thereof where waste, discarded, or salvaged materials are bought, sold, exchanged, baled or packed, disassembled, or handled, including the dismantling or “wrecking” of automobiles or other machinery, house wrecking yards, used lumber yards and places or yards for storage of salvaged house wrecking and structural steel materials and equipment; but not including areas where such uses are conducted entirely within a completely enclosed building.
87. “Kennel” means an establishment where small animals are bred, raised, trained, groomed or boarded for compensation, sale or other commercial purposes.
88. “Loading space” means an off-street space within the main building or on the same lot providing for the standing, loading or unloading of commercial vehicles, having a minimum dimension of twelve (12) by thirty-five (35) feet and a vertical clearance of at least fifteen (15) feet.
89. “Lodge” means a building or portion thereof or premises owned or operated by a corporation, association, person, or persons for social, educational, or recreational purposes primarily for the exclusive use of members and their guests, but not primarily for profit or to render a service which is customarily carried on as a business.
90. “Lot” means a parcel of land occupied or intended for occupancy by one main building together with its accessory buildings officially approved and having its principal frontage upon a dedicated street. The boundaries of the lot shall be determined by its lot lines.
91. “Lot Area, Gross” means the lot area determined by its lot lines.
92. “Lot, corner” means a lot abutting upon two (2) or more streets at their intersections.
93. “Lot Coverage” means the impervious percentage of the gross lot area covered by structures or pavement.
94. “Lot, depth of” means the average horizontal distance between the front and rear lot lines.
95. “Lot, double frontage” means a lot having a frontage on two (2) non-intersecting streets, as distinguished from a corner lot.
96. “Lot, interior” means a lot other than a corner lot.
97. “Lot lines” means the lines bounding a lot as defined herein:
- A. Front Lot Line: In the case of an interior lot, that line separating said lot from the street. In the case of a corner lot, or double frontage lot, “front lot line” means that line separating said lot from that street which is designated as the front street in the plat and in the application for a zoning compliance permit.
 - B. Rear Lot Line: That lot line opposite and most distant front lot line. In the case of a lot pointed at the rear or triangular shaped, the rear lot line is an imaginary

line parallel to the front lot line not less than ten (10) feet long and farthest from the lot line and wholly within the lot.

C. Side Lot Line: Any lot line other than the front lot line or rear lot line. A side lot line separating a lot from a street is a side street lot line. A side lot line separating a lot from another lot or lots is an interior side lot line.

98. “Lot of record” means a lot which is part of a subdivision, the plat of which has been recorded in the office of the County Recorder.

99. “Lot, reversed corner” means a corner lot, the rear of which abuts the side of another lot.

100. “Lot width” means the width of a lot measured at the building line and at right angles to its depth where the minimum building line or setback intersects the side lot lines.

101. “Lot, zoning” means a single parcel of land which at the time of filing for a building permit is designated by its owner or developer to be used, developed, or built upon as a unit, under single ownership or control. A “zoning lot or lots” may or may not coincide with a lot of record.

102. “Main building” means a building in which is conducted the principal use of the lot upon which it is situated.

103. “Main use” means the principal use to which the premises are devoted and the principal purpose for which the premises exists.

104. “Manufactured home” means a factory-built structure, built under authority of 42 U.S.C. Sec. 5403, and which is required by Federal law to display a seal from the United States Department of housing and urban development, and was constructed on or after June 15, 1976. If a manufactured home is placed in a mobile home park, the home must be titled and is subject to the mobile home square foot tax. If a manufactured home is placed outside of a mobile home park, the home is to be assessed and taxed as real estate. A manufactured home shall not be constructed with a permanent hitch or other device allowing it to be moved other than for the purpose of moving to a permanent site, and which does not have permanently attached to its body or frame any wheels or axles. A mobile home constructed to the Federal Manufactured Home Construction and Safety Standards is not a manufactured home unless it has been converted to real property and is taxed as a site-built dwelling as is provided in Code of Iowa, Section 435.26. For the purpose of any of these regulations, a manufactured home is considered the same as a single-family detached dwelling.

105. “Mobile home” means a vehicle without motive power used or so constructed as to permit its being used as a conveyance upon the public streets and highways and so designed, constructed or reconstructed as will permit the vehicle to be used as a place for human habitation by one or more persons; and also includes any vehicle with motive power not registered as a motor vehicle in Iowa. A “mobile home” is not built to a mandatory building code, contains no Federal or State seals, and was built before June 15, 1976. If a mobile home is placed outside of a mobile home park, the home is to be assessed and taxed as real estate.

106. “Mobile home park” means any site, lot, field or tract of land under common ownership upon which two or more occupied mobile homes, manufactured homes, modular homes, or a combination of the homes are harbored, either free of charge or for revenue purposes, and includes any building, structure, tent, vehicle or enclosure used or intended for use as part of the equipment of such mobile home park. The term “mobile home park” shall not be construed to include mobile homes, buildings, tents, or other structures temporarily maintained by an individual, educational institution or company on their own premises and used exclusively to house their own labor or students. A “mobile home park” must be classified as to whether it is a residential mobile home park or a recreational mobile home park or both. The mobile home park residential landlord tenant act only applies to residential mobile home parks.

107. “Mobile home converted to real estate” means a mobile home which has been attached to a permanent foundation on real estate owned by the mobile home owner, rendering it totally immobile, and which has been inspected by the assessor, the mobile home vehicle title, registration, and license plates collected from the owner, and the property entered upon the tax roles of Linn County.

108. “Modular home” means a factory-built structure which is manufactured to be used as a place of human habitation, is constructed to comply with the Iowa State Building Code for modular factory-built structures, and must display the seal issued by the State Building Code Commissioner. If a modular home is placed in a mobile home park, the home is subject to the annual tax as required by Section 435.22 of the Code of Iowa. If a modular home is placed outside a mobile home park, the home shall be considered real property and is to be assessed and taxed as real estate.

109. “Motel” means a building or group of buildings in which lodging is provided and offered primarily to transient occupancy and in which each unit has convenient access to a parking space for the use of the unit’s occupants.

110. “Motor vehicle” means any passenger vehicle, truck-trailer, trailer, or semi-trailer propelled or drawn by mechanical or electrical power.

111. “Multiple dwelling unit” means a building arranged, designed, and intended for use as a residence by two or more families living independently of each other.

112. “Nonconforming building” means a building or portion thereof that does not conform to the provisions of this chapter relative to height, bulk, area or yard size requirements for the district in which it is located.

113. “Nonconforming use” means a use, which lawfully occupied a building or land but does not conform to the use regulations of the district in which it is located.

114. “Nursery” means land, buildings, structures, or combination thereof for the display, storage, cultivation, processing or transporting of trees, shrubs, plants or other horticultural products offered for sale or installation and including products used for gardening and landscaping.

115. “Nursing home” means an institution which is advertised, announced, or maintained for the express or implied purpose of providing nursing or convalescent care for persons unrelated to the licensee. A nursing home is a home for chronic or convalescent

patients who, upon admission, are not, as a rule, acutely ill and who do not usually require special facilities, such as an operating room, x-ray facilities, laboratory facilities and obstetrical facilities. A nursing home provides care for persons who have remedial ailments, for which continuing medical and skilled nursing care is indicated; who, however, are not sick enough to require general hospital care. A major factor which distinguishes a nursing home is that the residents will require the individualization of medical care. For the purpose of this chapter, a “nursing home” is also considered to be a “convalescent home.” Such institution shall be in compliance with the provisions of Sections 135C.1 (13), nursing facility, and (17), residential care facility, Code of Iowa.

116. “Outdoor display” means an area set aside outside of a Building or Structure used in conjunction with a business located within the Building on the same property, for the display, rental and/or sale of goods, materials, vehicles or equipment.

117. “Outdoor lighting” means fixtures and supporting structures used to illuminate the exterior of a building or open space.

118. “Outdoor storage” means an area set aside outside of a Building or Structure for the operation and storage of anything, except merchandise displayed for sale or lease, behind solid walls or fences which conceal them from visibility from adjacent properties and public street frontage.

119. “Parking space” means a surfaced area, enclosed in the main building or in an accessory building, or unenclosed, having a area of not less than one hundred and eighty (180) square feet exclusive of driveways, permanently reserved for the temporary storage of one vehicle and connected with a street or alley by a surfaced driveway which affords satisfactory ingress and egress for vehicles.

120. “Plan” means the adopted Comprehensive Plan of the City.

121. “Planned unit development” means a development of a parcel of land or contiguous parcels of land of sufficient size to create its own environment, controlled by a single landowner or by a group of landowners in common agreement as to control to be developed as a single entity, which is compatible with adjacent parcels and meets the intended density and land use goals of the underlying zoning district. A Planned Unit Development may be granted relief from rigid requirements of a defined zoning district, such as minimum lot standards and use categories, in return for assurances of an overall quality of development, including any specific features which will be a exceptional benefit to the community as a whole and which would not otherwise be required by this Chapter.

122. “Principal use” means the main use of land or structures as distinguished from secondary or accessory use. For example, a house is a principal use in a residential area; a garage or pool is an accessory use.

123. “Private,” in reference to a building, structure, utility, facility, or use, means owned by someone other than a unit of government, or an agency of government, unless the context clearly indicates that “private” is being used in a broader sense of something not open or available to the general populace.

124. “Public,” in reference to a building, structure, utility, facility, or use, means owned and/or operated by a unit of government or an agency thereof, unless the context clearly

indicates that “public” is being used in the broader sense of something available to the general populace.

125. “Public utility (service use)” means fire stations; police stations; radio and television stations and towers; railroad right-of-ways (not including railroad yards and shops other than for passenger purposes); telephone exchange, telephone transmission equipment buildings and microwave towers; waterworks, reservoir, pumping stations, and filtration plant; and other municipal buildings.

126. “Regular Business Hours” means hours of operation between 6 AM and 10 PM Monday through Friday and limited hours on Saturday and Sunday.

127. “Restaurant” means a business where the dispensing and consumption of edible foodstuff and/or beverage is the principal business operation, including a café (indoor and outdoor), cafeteria, coffee shop, lunch room, tea room, and dining room; but not including as the principal use a bar, cocktail lounge, or tavern.

128. “Restaurant, drive-in” means a restaurant in which food is served directly to customers in motor vehicles for consumption on the premises.

129. “Restaurant, drive-through” means a restaurant in which food is served directly to customers in motor vehicles for consumption off the premises.

130. “Rest home” shall mean the same as “nursing home”.

131. “Setback” means the distance required to obtain the front, side or rear yard open space provisions of this chapter.

132. “Sexually oriented business” means an adult arcade, adult bookstore or adult video store, adult cabaret, adult motion picture theater, adult theater, escort agency, nude model studio or sexual encounter center or any other commercial establishments which offer products, services, or experiences appropriate only for adults.

133. “Sign” means any structure or part thereof or device attached thereto or painted, or represented thereon, which displays or includes any letter, word, model, banner, flag, pennant, insignia, device or representation used as, or which is in the nature of, an announcement, direction or advertisement. Signs include billboards.

134. “Sign, Billboard” means all structures, regardless of the material used in the construction of same, which are erected, maintained or used for public display of posters, painted signs, wall signs, whether the structure is placed on the wall or painted on the wall itself, pictures or other pictorial reading material which advertise a business, entity or attraction. (Ordinance No. 1601, 6/20/16)

135. “Sign, Electronic Message Board” means a sign or portion thereof designed to accommodate frequent message changes composed of characters, letters or illustrations and that can be changed or rearranged, either manually or electronically, without altering the face or surface of such sign.

136. “Sign, Freestanding” means a sign on a frame, pole or other support structure not attached to any building.

137. “Sign, Identification” means a sign displaying the name, address, crest, insignia or trademark, occupation or profession of an occupant of a building or the name of any building on the premise. (Ordinance No. 1601, 6/20/16)
138. “Sign, Information” means a sign displayed strictly for the direction, safety, or convenience of the public and which sets forth no advertisement. Information signs include signs which identify parking areas and drives, restrooms, addresses, telephones, exits and entrances, no trespassing areas, danger areas, and similar information.
139. “Sign, Monument” means a freestanding sign defined by a solid support structure (other than support poles). The width of a single support structure or the total of two support structures must be a minimum of 40% of the total faceplate width. The support structure shall be constructed of like material to the principal building on the property; with the exception of metal box sheeting around a support structure, which shall not be permitted under any circumstances.
140. “Sign, Nameplate” means a sign limited in content to the name or address, or both, of the owner or occupant of a building or premises on which it is located. If any premises is occupied by more than one occupant, the nameplate sign may identify all such occupants, as well as the premises, and may include necessary directional information.
141. “Sign, Off-premise” means a sign that advertises a product, service or facility, or directs a person to a different location than the one where the sign is installed. (Ordinance No. 1601, 6/20/16)
142. “Sign, On-premise” means any sign identifying or advertising a business, person, activity, product or service located on the premise where the sign is installed and maintained. (Ordinance No. 1601, 6/20/16)
143. “Sign, Personal Opinion” means a sign posted on property owned or on leased property where the sign owner resides and wherein a sign owner expresses a personal opinion on a matter that is protected free speech under the first amendment to the United States Constitution. Such signs may not be posted in public right-of-way and may not obstruct the view of motorists at intersections or railroad crossings. Such signs should not resemble or imitate official traffic control devices and may not contain advertising of any product or service within the message.” (Ord. 1302, 7/15/13).
144. “Sign, Pole” means a sign wholly supported by a single structure in the ground. (Ordinance No. 1601, 6/20/16)
145. “Sign, Portable” means a sign that is not firmly and permanently anchored or secured to either a building or the ground
146. “Sign, Temporary” means any banner, pendant, valance, or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames, intended to be displayed for a limited period of time only.
147. “Sign, Wall” means a sign fastened to the wall of a building or structure in such a manner that the wall becomes the supporting structure for, or forms the background surface of, the sign and that does not project more than 18 inches from such building or structure; 24 inches shall be permitted subject to a conditional use permit.

148. “Site Plan” means a document that shows the boundaries of a parcel of land, the topography, important landscape elements that impact design, and the placement of all anticipated major improvements, including buildings, roads and driveways, storm and sanitary sewer lines, and utility connections. Depending on the complexity of the proposed improvement, the Site Plan may be submitted as an individual document, or as part of a complete plan of improvements for the site. (Ord. 1302, 7/15/13).

149. “Site Development Plan” means a document which is drawing of a commercial, industrial, institutional or residential development project, showing existing site conditions and proposed improvements with sufficient detail for agency review, approval and subsequent construction. A Site Development Plan is required to be submitted with each application for annexation and amendment of the zoning and/or future land use plan within R-3, R-3A, R-4, PUD, C-1, C-1A, C-2, RL, RI, PLI, PMI and PHI zoning districts. (Ord. 1701, 5/15/17).

150. “Special Flood Hazard Area” is defined in Chapter 160 of this Code of Ordinances.

151. “Special Use” means a use, either public or private, which based on its unique characteristics, cannot be properly classified as a permitted use in a particular district or districts. After due consideration in each case of the impact of such use upon neighboring property and of the public need for the particular use at the particular location, such “special use” may or may not be granted through the terms in Section 165.07 of this Chapter. (Ordinance No. 1601, 6/20/16)

152. “Stable, private” means a building or structure used or intended to be used for housing horses belonging to the owner of the property only for non-commercial purposes.

153. “Stable, semi-private” means a building or structure used or intended to be used for the housing only of horses on a fee basis. Riding instruction may be given in connection with a semi-private stable.

154. “Story” means that portion of a building, other than a basement not having over 50 percent of its height below grade, included between the surface of any floor and the surface of the floor next above it or if there is no floor above it then the space between the floor and the ceiling next above it.

155. “Story, half” means a partial story under a gable, hip or gambrel roof, the wall plates of which on at least two opposite exterior walls are not more than three (3) feet above the floor of such story, except that any partial story used for residence purposes, other than for janitor or caretaker or his family, or by a family occupying the floor immediately below it, shall be deemed a full story.

156. “Street” means an approved public or private thoroughfare, which provides the principal means of vehicular access to abutting property and/or for vehicular passage.

157. “Structure” means anything constructed or erected, the use of which requires more or less permanent location on the ground, including, but without limiting the generality of the foregoing, advertising signs, billboards, backstops for tennis courts, gazebos, ground-based satellite dishes, and solar collectors.

158. “Swimming pool” means any structure intended for swimming or recreational bathing that contains water. This includes in-ground, above-ground and on-ground swimming pools, hot tubs, and spas.

159. “Swimming pool, private” means a swimming pool over 24 inches deep established or maintained on any premises by an individual for personal or family use or for guests of the individual or family.

160. “Swimming pool, public” means a swimming pool, admission to which may be gained by the general public with or without payment of the fee.

161. “Swimming pool, semi-private” means a swimming pool on the premises of, or part of, a hotel, motel, mobile home or travel trailer park, apartment house, private club, association or similar establishment, where admission to the use of the pool is included in the fee, or consideration paid or given for the general use of the premises.

162. “Tavern” means an establishment used primarily for the serving of liquor by the drink to the general public and where food or packaged liquors may be served or sold only as an accessory to the primary use.

163. “Tent” means any temporary structure or enclosure, the roof of which and/or one-half or more of the sides are constructed of silk, cotton, canvas, fabric, or similar pliable material. No tent shall be erected, used, or maintained for living quarters. The requirements for test used for purposes other than residential shall be as specified within Section 165.04(F) of this Chapter.

164. “Trailer camp” or “tourist camp ground” means an area providing spaces for two or more travel trailers, camping trailers, or tent sites for temporary occupancy, with necessary incidental services, sanitation, and recreation facilities to serve the traveling public.

165. “Travel trailer” or “motor home” means a vehicle with or without motive power used or so manufactured or constructed as to permit its being used as a conveyance upon the public streets and highways and so designed to permit the vehicle to be used as a place of human habitation by one or more persons. If such vehicle is customarily or ordinarily used as a place of human habitation for more than 90 days in any 18-month period, it shall be classed as a mobile home, regardless of the size and weight limitation provided herein.

166. “Tree house” means a structure or building constructed around, next to or among the trunk or branches of one or more mature trees while above ground level and is used for recreational purposes. (Ordinance No. 1501, 3/2/15)

167. “Truck Stop” means an area in which service stations, hotels, and/or motel and restaurants are permitted uses. Also permitted are customary uses incidental to the permitted uses. Customary facilities and services in conjunction with the permitted uses may be provided for trucks and truck drivers.

168. “Use” means the purpose or activity for which the land or building thereon is designed, arranged or intended, or for which it is occupied and maintained.

169. “Use, permitted” means a use which may be lawfully established in a particular district or districts provided it conforms to all requirements, regulations, and standards of such district.

170. “Variance” means a modification of the literal provisions of the Zoning Ordinance, which would cause undue hardship owing to circumstances unique to the individual property on which the variance is granted. The crucial points of variance are (a) undue hardship, (b) unique circumstances and (c) applying to property. The authority to grant variances is vested in the Board of Adjustment pursuant to Chapter 414 of the Code of Iowa.

171. “Yard” means an open space between a building and the adjoining lot lines unoccupied and unobstructed by any portion of a structure. In measuring a yard for the purpose of determining the width of a side yard, the depth of a front yard or the depth of the rear yard, the minimum horizontal distance between the lot lines and the main building line shall be used.

172. “Yard, front” means a yard extending across the front of a lot and being the minimum horizontal distance between the street or place line and the main building or any projections thereof other than the projections of the usual uncovered steps. On corner lots the front yard shall be considered as parallel to the street upon which the lot has its least dimension, except where owner shall elect to front the building on a street parallel to the lot line having the greater dimension.

173. “Yard, rear” means a yard extending across the rear of a lot and being the required minimum horizontal distance between the rear lot line and the rear of the main building line or any projections thereof other than the projections of uncovered steps. On all lots the rear yard shall be in the rear of the front yard.

174. “Yard, side” means a yard between the main building line and the side line of the lot, and extending from the required front yard to the required rear yard, and being the minimum horizontal distance between a side lot line and the side of the main building line or any projections of uncovered steps.

175. “Yard, transitional” means that yard which must be provided on a zoning lot in a Commercial or Agricultural district which adjoins a zoning lot in a Residential district, or that yard which must be provided on a zoning lot in an Industrial district which adjoins a zoning lot in either a Residential or Commercial district. Also referred to as “buffer yard.”

176. “Zoning Administrator” means the person designated by the City Council as the officer responsible for the enforcing and administering all requirements within this Chapter.

165.03 ADMINISTRATION AND ENFORCEMENT. The administration and enforcement of this chapter is hereby vested in four (4) offices of the City, as shown below and described herein:

1. Zoning Administrator

2. Board of Adjustment
3. Planning and Zoning Commission
4. City Council and Mayor

165.04 ZONING ADMINISTRATOR.

1. Duties. A Zoning Administrator designated by the City Council shall administer and enforce this chapter. He or she may be provided with the assistance of such other persons as the City Council may direct. In addition, the Zoning Administrator's office shall be responsible for:

- A. Shall review and approve certificates of occupancy that are associated with multiple family (R-4), commercial, or industrial zoned properties (Ordinance No. 0612, 10/2/06).
- B. Issuance of all certificates of occupancy and maintenance of records thereof.
- C. Maintenance of permanent records of this chapter, including, but not limited to, all maps, amendments, special uses, variances, appeals and applications thereof.
- D. Forwarding to the Planning and Zoning Commission and other city departments all rezoning or amendments to this chapter and all plats of subdivisions that are filed with the office of the Zoning Administrator.
- E. Forwarding to the Board of Adjustment all applications for special uses, variances, appeals or other matters, which the Board of Adjustment is required to pass under the Zoning Ordinance.
- F. Issuance of permits regulating the erection and use of tents for periods not to exceed ten (10) days for specific uses such as: temporary carnivals, churches, charities, or charitable uses, and revival meetings which are not detrimental to the public health, safety and welfare; provided, however, said tents or operations shall be in conformance with all other ordinances and codes of the City and Linn County health regulations. In addition, no tent shall be erected, used, or maintained for living quarters.
- G. Initiating, directing, and reviewing, from time to time, a study of the provisions of the City zoning and planning development regulations; and to make reports of its recommendations to the Planning and Zoning Commission not less than once a year.
- H. Reviewing all building permit applications for conformance to this chapter and upon approval forwarding the building permit applications to the Robins Building Inspection Department.

2. Enforcement. If the Zoning Administrator finds that any of provisions of this chapter are being violated, he or she shall notify in writing the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. He or she shall order discontinuance of illegal buildings or structures or of additions, alterations, or structural changes thereto; discontinuance of any illegal work being done;

or may take any other action authorized by this Code to insure compliance with or to prevent violation of its provisions.

165.05 BOARD OF ADJUSTMENT.

1. **Creation of Membership.** The Board shall consist of five (5) members to be appointed for a term of five (5) years excepting that when the Board shall first be created one member shall be appointed for a term of three (3) years, one for a term of two (2) years, and one for a term of one (1) year. Members of the Board of Adjustment shall be residents of the City and may be removed from office by the City Council for cause upon written charges and after public hearing. Vacancies shall be filled by the City Council for the unexpired term of the member affected.
2. **Proceedings.** The Board of Adjustment shall adopt rules necessary to the conduct of its affairs, and in keeping with the provisions of this code. Meetings shall be held at the call of the Chairperson and at such other times as the Board may determine. The Chairperson, or in his or her absence the acting Chairperson, may administer oaths and compel attendance of witnesses. All meetings shall be open to the public. The Board of Adjustment shall keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be a public record and be immediately filed in the office of the Zoning Administrator and shall be a public record.
3. **Finality of Decisions.** All decisions and findings of the Board on any appeal or upon any application for a variance or special use, after a public hearing, shall in all instances, be the final administrative decision and shall be subject to judicial review as by law may be provided. The concurring vote of three members of the Board shall be necessary to reverse an order, requirement, decision, or determination of the Zoning Administrator, or to decide in favor of the applicant on any matter upon which it is required to pass under this chapter, or to effect any variation in the application of this chapter.
4. **Appeals from the Board of Adjustment.** Any person, or any board, taxpayer, department, board or bureau of the City aggrieved by any decision of the Board of Adjustment may seek review by a court of record within 30 days of such decision, in the manner provided by the laws of the State and particularly by Chapter 414, Code of Iowa and Section 165.06 of this chapter.
5. **Powers and Duties.** The Board of Adjustment shall have the following powers and duties:
 - A. To hear and decide appeals from any order, requirement, decision, or determination made by the Zoning Administrator under this chapter;
 - B. To hear and pass upon the applications for special uses and variances from the terms provided in this chapter in the manner prescribed by the standards established herein; and
 - C. To hear and decide all matters referred to it upon which it is required to pass under this chapter.

165.06 APPEALS TO THE BOARD OF ADJUSTMENT.

1. Appeals to the Board of Adjustment may be made concerning interpretation or administration of this chapter. Appeals may be taken by any person aggrieved or by any officer, department, board or bureau of the governing body of the City affected by any decision of the Zoning Administrator.

2. Such appeals shall be taken within a reasonable time, not to exceed sixty (60) days by filing with the City Clerk a notice of appeal specifying the grounds thereof. The Zoning Administrator shall forthwith transmit to the Board all paper constituting the record upon which the action appealed from was taken.

3. The Board of Adjustment shall fix a reasonable time not exceeding 30 days from the filing date of appeal for a public hearing, give public notice thereof as well as due notice to the parties in interest, and decide the same within a reasonable time, not exceeding 15 days from the date of the hearing. Any party may appear in person, or by agent or by attorney or through written means submitted prior to the public hearings.

4. An appeal stays all proceedings in furtherance of the action appealed from, unless the Zoning Administrator from whom the appeal is taken certifies to the Board of Adjustment after the notice of appeal is filed with him or her, that by reason of facts stated in the certificate, a stay would, in his or her opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed other than by a restraining order which may be granted by the Board of Adjustment or by a court of record on application, on notice to the Zoning Administrator from whom the appeal is taken and on due cause shown.

Fees. Any person who submits an application under the terms of this section shall be charged a fee in accordance with a schedule of fees established by resolution by the City Council. The denial of an appeal by the Board of Adjustment shall not be construed as any reason for refunding the fee to the applicant. A refund may be provided based on the approval of the appeal by the Board of Adjustment if deemed appropriate by the Board of Adjustment.

165.07 USE CATEGORIES. The purpose of this Section is to describe the different classifications of uses found in this Ordinance and to provide a systematic basis for assignment of present and future uses to zones.

1. Classification of Uses. Uses shall be assigned to the category with the description and listing of uses most closely describing the nature of the Principal Use.
 - A. Developments with Multiple Principal Uses. When all the Principal Uses of a development fall within one Use Category, then the development is assigned to that Use Category. When the Principal Uses of a development fall within different Use Categories, each Principal Use is classified in the applicable category and is subject to the regulations for that category.
 - B. Accessory Uses. Unless otherwise stated in this Ordinance or otherwise indicated in the Use Tables for each zone:

- (1) Accessory Uses are allowed by right in conjunction with a Principal Use;
- (2) Accessory Uses are subject to the same regulations as the Principal Use except as otherwise indicated;
- (3) All uses include parking for residents, customers or employees as an Accessory Use;
- (4) Examples of common Accessory Uses are listed within the Use Categories;
- (5) Accessory Uses;
 - (a) Are clearly incidental and customary to and commonly associated with the operation of the Principal Use;
 - (b) Are operated and maintained under the same ownership or by lessees or concessionaires of the owner, and on the same zone lot as the Principal Use;
 - (c) Do not include structures or structural features inconsistent with the Principal Use;
 - (d) May include the use of a portion of a dwelling unit that is the primary residence of the property owner as limited Short-Term Rental (Home Share or Hosted Home Share).
 - (e)

C. Special Use Conditions. The Board of Adjustment shall hear and decide only such special uses as the Board is specifically authorized to pass on by the terms of this chapter; and to decide such questions as are involved in determining whether special uses should be granted; and to grant special uses with such conditions and safeguards as are appropriate under this code, or to deny special uses when not in harmony with the purpose and intent of this code. A special use shall not be granted by the Board of Adjustment unless and until:

- (1) A written application for a special use is submitted to the City Clerk indicating the section of this chapter under which the special use is sought and stating the grounds on which it is requested. The application shall be presented to the City Clerk a minimum of four (4) weeks prior to the monthly regular scheduled Board of Adjustment meeting. Additional information such as Site Development Plan or other supporting materials should be provided with the application. The Zoning Administrator shall determine within a reasonable amount of time whether the special use application is complete. Any missing items or necessary corrections shall be communicated to the requestor for inclusion or incorporation and updated information shall be provided to the City. If the special use application has been completed to the satisfaction of the Zoning Administrator, within a minimum of fourteen (14) days prior to a monthly regular scheduled Board of Adjustment meeting, a public hearing on the rezoning application shall be placed on the Board of Adjustment agenda.

- (2) Notice shall be given at least four (4), but not more than twenty (20) days in advance of the public hearing by publication in a newspaper of general circulation in the City and shall be mailed to all property owners within a distance of two hundred (200) feet of the affected property.
 - (3) The City shall provide each applicant sufficient special use permit notification signs, which shall be clearly posted by the applicant at least seven (7) but not more than twenty (20) days in advance of the public hearing, on the property for which a special use permit request has been made. The applicant shall pay the City Clerk such costs at the time the request is submitted as may be prescribed by the City Council. If the signs are not posted in accordance to the preceding requirements, no public hearing shall be held by the Board of Adjustment. No person except the applicant or his or her agent shall take down or in any way affect the visibility of the sign or signs, and no person shall tamper, deface, or in anyway interfere with the sign or signs during the period provided by this section.
 - D. Public Hearing. The Board of Adjustment public hearing shall be held in accordance with the State of Iowa Open Meetings Law (Chapter 21 of the Code of Iowa) and any party may appear in person, or by agent or by attorney or through written means submitted prior to the public hearing.
 - E. Findings. The Board of Adjustment shall make a finding that it is empowered under the section of this code described in the application to grant the special use, and that the granting of the special use will not adversely affect the public interest.
 - F. Conditions To Be Prescribed. In granting any special use, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violation of such conditions and safeguards, when made a part of the terms under which the special use is granted, shall be deemed a violation of this chapter and punishable under Section 165.14 of this chapter. The Board of Adjustment shall prescribe a time limit within which the action for which the special use is required shall be begun or completed, or both. Failure to begin or complete, or both, such action within the time limit set shall void the special use.
 - G. Fees. Any person who submits an application under the terms of this section shall be charged a fee in accordance with a schedule of fees established by resolution by the City Council. The denial of an application by the Board of Adjustment shall not be construed as any reason for refunding the fee to the applicant.
2. Uses Included. The names of uses on the following Tables are generic, and similar uses not listed in the "Uses Included" list may also be included in the Use Category if they are not included in another Use Category. Uses included are based on the common meaning of the terms and not on the name that an owner or operator might give to a use.

**Table 165.07-1
RESIDENTIAL USE CATEGORIES**

Group Living

Definition. Residential occupancy of a structure by a group of people who do not meet the Household Living definition. Size is larger than the average household size. Average length of stay is 60 days or longer. Structures generally have a common eating area for residents. Residents may receive any combination of care, training, or treatment, or none of these, as long as they also reside at the site.

Uses Included

- Assistant Living Facilities
- Congregate housing
- Hospices
- Nursing and convalescent homes
- Residences for people with disabilities (physical, mental, intellectual or emotional) which do not meet the definition of Family Home

Accessory Uses

Recreational facilities

Short-Term Lodging

Definition. Facilities offering lodging accommodations to the general public, where the length of stay is 31 days or less. Short-term rentals which includes “Short-term rental property” as defined by the Iowa Code, are subject to State of Iowa definitions, permits, and rules, including remittance of hotel and motel tax.

Uses Included

- Bed & Breakfast
- Establishment Hotels
- Motels
- Recreational
- Vehicle Park
- Vacation Lodging
- Short-term rental

Accessory Uses

Coffee shops and dining areas primarily for use by guests or residents of the facility

**Table 165.07-2
OFFICE USE CATEGORIES**

Definition. Activities conducted in an office setting and primarily focusing on administrative, business, government, professional, medical, or financial services. Contractors and others who

perform services off-site are included in this Use Category if equipment and materials are not stored on the site and fabrication, services, or similar work is not carried on at the site.

Exception: Offices that are part of and are located with a firm in another category are considered accessory to the firm's primary activity.

Uses Included

Office uses such as:

- Banking and bank-related services
- Brokerage houses
- Data processing centers
- Government offices
- Insurance services
- Lenders and credit services
- Public utility offices
- Real estate and related services
- Sales offices
- General office uses
- Medical and dental clinics, laboratories and offices

Professional service offices such as:

- Accountants
- Architects
- Engineers
- Lawyers
- Televisions and radio studios

Accessory Uses

Cafeterias, health facilities, and other amenities primarily for the use of employees or visitors of the firm or building

**Table 165.07-3
TRADE USE CATEGORIES**

Automotive and Marine Craft Trade

Definition. Retail sale or leasing of automobiles, including cars and trucks, and marine craft, including all types of boats and ships.

Uses Included

Sales or leasing of consumer vehicles, including:

- Passenger vehicles
- Motorcycles
- Light and medium trucks
- Other recreational vehicles
- Marine craft and accessories, retail

Accessory Uses

Vehicle servicing, repair, detailing, body work and finishing when conducted as a secondary activity to the sale of vehicles

Entertainment, Restaurant and Recreational Trade

Definition. Facilities providing entertainment or recreation services and eating and drinking establishments.

Uses Included

- Banquet halls
- Bars and taverns
- Billiards and pool halls
- Bowling alleys
- Catering establishments
- Exhibition and meeting areas (20,000 sf or less)
- Game arcades
- Health clubs and gyms
- Ice or roller skating rinks
- Lodges and social clubs
- Membership clubs
- Movie theaters
- Restaurants, cafes, delicatessens (with seating areas)
- Swimming pools
- Tennis courts
- Theaters

Accessory Uses

Offices and storage of food and alcohol

Retail Sales and Services—General

Definition. Uses that involve the sale, lease or rental of new or used consumer products, including

prepared foods, to the general public and uses providing services involving predominantly personal or business services, including repair of consumer and business goods.

Exceptions: Lumber yards and other building material sales facilities that sell primarily to contractors and do not have a retail orientation are classified as Wholesale Trade. Sales, rental, or leasing of heavy trucks and equipment is classified as Wholesale Trade. Uses for the repair and service of consumer motor vehicles, motorcycles, and light and medium trucks are classified as Vehicle Service Facilities. Repair and service of industrial vehicles and equipment, and heavy trucks is classified as Industrial Service.

Uses Included

Retail Sales:

- Stores selling, leasing, or renting consumer, home, and business goods including:
- Antiques
- Appliances
- Art
- Art supplies
- Automobile supplies (no services)
- Bicycles and Motorized Bicycles
- Books and printed material
- Clothing
- Computer hardware and software sales and service
- Convenience Store
- Dry goods
- Electronic equipment
- Fabric
- Furniture
- Garden supplies
- Gifts
- Groceries
- Hardware
- Home improvements
- Household products
- Jewelry
- Music supplies
- Newspaper distribution
- Office machines
- Package liquor
- Pets
- Pet food
- Pharmaceuticals

- Plants and flowers
- Shoes
- Sporting goods
- Stationery
- Tobacco products
- Toys
- Video

Food sales (not including seating areas):

- Bakeries
- Candy
- Delicatessens

Retail Personal, Business and Repair Services:

- Animal grooming salons
- Blueprinting and photocopying services
- Branch banks
- Business and commercial trade schools
- Business and management consulting services
- Dance or music schools
- Dry cleaning collection and distribution centers
- Emergency medical care facilities
- Employment agencies
- Hair, tanning, and personal care services
- Kennels
- Laundromats
- Locksmiths
- Martial arts instruction
- Office equipment rental
- Photo drop-off
- Photographic studios
- Quick printing
- Scientific and professional instrument repair
- Sign making
- Tailors
- Television, bicycle, motorized bicycle, clock, watch, shoe, gun, appliance, and office equipment repair
- Upholsterers
- Veterinarian offices without boarding

Accessory Uses

Offices and storage of goods, and manufacture or repackaging of goods for on-site sale

Wholesale Trade

Definition. Uses that involve the sale, lease, or rental of products primarily intended for industrial, institutional, or commercial businesses. Uses emphasize on-site or order-taking and often included display areas. Businesses may or may not be open to the general public, but sales to the general public are limited. Products may be picked up on-site or delivered to the customer.

Uses Included Mail order houses

Sale or rental of:

- Agricultural and Farm Equipment Building materials (including lumber)
- Electrical supplies
- Equipment
- Heating and plumbing equipment
- Heavy trucks
- Janitorial supplies
- Machine parts
- Machinery
- Restaurant equipment
- Special trade tools
- Store fixtures
- Welding supplies

Wholesalers of:

- Alcoholic beverages
- Auto parts
- Building hardware
- Clothing
- Electronics
- Home furnishings
- Food

Accessory Uses

Offices, product, repair, warehouses, minor fabrication services, limited retail areas, and repackaging of goods

**Table 165.07-4
INDUSTRIAL USE CATEGORIES**

Industrial Service

Definition. Uses that involve the repair or serving of industrial, business or consumer machinery, equipment, products, or by-products, but not including consumer goods services or retail outlets.

Exception: Establishments providing office space for contractors and others who perform services off-site are considered office uses if major equipment or bulk quantify material storage is not conducted at the site, and fabrication or similar work is not carried on at the site.

Uses Included

- Building, heating, plumbing or electrical contractors
- Contractor Storage
- Electric motor repair
- Exterminators
- Fuel oil distributors
- Furniture stripping and refinishing
- Heavy machinery sales, repair, and storage
- Janitorial and building maintenance services
- Laundry, dry-cleaning, and carpet cleaning facilities
- Machine shops
- Metal and building materials
- Photo finishing laboratories
- Printing, publishing, commercial art and reproduction services
- Research and development laboratories
- Tool repair
- Truck stops
- Welding shops

Accessory Uses

Offices, storage, rail spur or lead lines, and docks

Manufacturing and Processing

Definition. Uses that involve the manufacturing, processing, fabrication, packaging or assembly of goods. Products may be finished or semi-finished and are generally made for the wholesale market, for transfer to other plants, or to order for firms or consumers. Goods are generally not displayed or sold on-site, but if so, they are a subordinate part of sales.

Uses Included

- Apparel and textiles manufacturing
- Artwork, jewelry and toy production
- Chemicals, rubber, leather, clay, bone, plastic, stone, and glass materials manufacturing
- Concrete batching
- Food and related products manufacturing
- Furniture and fixtures manufacturing
- Lumber and wood product manufacturing
- Metal and metal products manufacturing, including enameling and galvanizing
- Machinery and electrical equipment manufacturing
- Manufactured homes and prefabricated structures manufacturing
- Movie production facilities
- Printing and publishing
- Rock crushing and screening
- Woodworking, including cabinetry

Accessory Uses

Offices, cafeterias, employee recreational facilities, warehouses, storage yards, rail spur or lead lines, docks, repair facilities, truck fleet maintenance and parking area, and caretakers' quarters

Resource Production and Extraction

Definition. Uses that involve agriculture, mining, quarrying, and mineral extraction

Uses Included

- Crop Production
- Mining
- Quarrying
- Production or extraction of mineral products

Accessory Uses

Offices, storage, rail spur or lead lines and docks

Warehouse and Freight Handling

Definition. Uses that involve the storage or movement of goods. Goods are generally delivered to other firms or the final consumer. There is little on-site sales activity with the customer present.

Uses Included

- Bus barns or yards
- Cold storage plants, including frozen food lockers
- Freight storage
- Grain terminals
- Household moving storage
- Inter-model transfer facilities
- Mini-warehousing and self-service storage facilities
- Parcel services
- Regional postal distribution facilities
- Truck terminals
- Warehouses used by retail stores
- Weapons and ammunition storage
- Wholesale distribution centers
- Fireworks Storage and Sales

Accessory Uses

Offices, truck fleet parking and maintenance areas, rail spur or lead lines, docks, and repackaging of goods.

Table 165.07-5
INSTITUTIONAL USE CATEGORIES

Colleges and Universities

Definition. Colleges and other institutions of higher learning that offer courses of general or specialized study leading to a degree. They are certified by a recognized accrediting agency.

Uses Included

- Community colleges
- Liberal arts colleges
- Nursing and medical schools not accessory to a hospital
- Seminaries
- Universities

Accessory Uses

Accessory Uses include offices, housing for students, food service, laboratories, health and sports facilities, theaters, meeting areas, and maintenance facilities.

Community Facilities

Definition. Uses generally providing a local service to people of the community. Services are generally provided on the site or employees are at the site on a regular basis. The service is ongoing, not just for special events. Community centers or facilities that have membership provisions are open to the general public to join at any time (e.g., any senior citizen could join a senior center). The use may also provide special counseling, education, or training of a public, nonprofit or charitable nature. Alternative incarceration centers are not included in this definition.

Exception: Private lodges, clubs, and private or commercial athletic or health clubs are classified as Entertainment, Restaurant and Recreation Trade.

Uses Included

- Community centers
- Libraries
- Museums Post offices
- Senior centers
- Swimming pools (open to the public)
- Vocational training for the handicapped
- Youth club facilities

Accessory Uses

Offices, meeting rooms, food preparation areas, health and therapy areas, day care uses, and athletic facilities.

Day Care Facilities

Definition. Uses where a program of supplementary care, protection, and supervision is regularly provided at least twice a week. The service is provided outside the home of the care recipients and covers only a portion of the day. Commercial Day Care uses permitted under this Ordinance do not include any unlicensed facilities for which licensure is required by law.

Exception: Home Day Care, which includes "family child care homes" as defined by the Iowa Code, is accessory to all residential uses.

Uses Included

- Adult care center
- Child care center

- Group child care homes
- Latchkey programs
- Nursery schools
- Preschools
- Registered family child care homes

Accessory Uses

Offices and play areas.

Funeral Facilities

Definition. Uses providing for the preparation of the deceased for burial or cremation, the display of the deceased and the rituals connected therewith before burial or cremation, or the storage of human bodies prior to burial or cremation.

Exceptions: Cemeteries and accessory structures erected therein are classified as Parks and Open Areas.

Uses Included

- Crematories
- Funeral Homes
- Mortuaries

Medical Centers

Definition. Uses providing medical or surgical care to patients and offering overnight care, including uses that provide in-patient care and planned treatment for psychiatric, alcohol, or drug problems.

Exceptions: Medical clinics that provide care where patients are generally not kept overnight are classified as Office uses. Emergency medical care clinics are classified as Retail Sales and Services.

Uses Included

- Drug, alcohol and psychiatric in-patient facilities
- Hospitals
- Medical centers

Accessory Uses

Out-patient clinics, offices, laboratories, teaching facilities, meeting areas, cafeterias, maintenance facilities, housing facilities for staff or trainees, and gift and hospitality shops.

Religious Institutions

Definition. A facility where people regularly attend religious services and affiliated meetings and activities. Religious institutions include buildings in which the religious services of any denomination are held.

Uses Included

- Churches
- Mosques
- Synagogues Temples
- Other houses of worship

Accessory Uses

Religious educational facilities, residence for clergy, caretakers' housing, and group living facilities such as convents or rectories.

Schools

Definition. Facilities that provide a curriculum of elementary and secondary academic instruction, including public and private kindergartens, elementary schools, junior high schools, and high schools.

Exceptions: Preschools are classified as a Day Care use.

Uses Included

- Boarding schools
- Military academies
- Public and private day schools
- Public School Administration Center in conjunction with a public school building

Accessory Uses

Play areas, cafeterias, recreational and sport facilities, auditoriums, and before- or after-school day care.

**Table 165.07-6
TRANSPORTATION, COMMUNICATIONS AND
ESSENTIAL SERVICES USE CATEGORIES**

Basic Utilities

Definition. Utility infrastructure that needs to be located in or near the area where the service is provided.

Basic Utility uses generally do not have regular employees at the site. Services may be

publicly or privately provided.

Exception: Regional power lines and utility pipelines are classified as Rail lines and Utility Corridors. Power generating plants are classified under manufacturing and Production as energy production uses.

Uses Included

- Electrical substations
- Telephone exchanges

Parks and Open Areas

Definition. Land outdoors, open to the public, and reserved primarily as a natural area or an area consisting mostly of vegetative landscaping, outdoor recreation space, community gardens, or public square or plaza.

Uses Included

- Boat launching areas
- Botanical gardens
- Golf courses
- Nature preserves
- Parks
- Public squares
- Tennis courts (open to the public)

Accessory Uses

Accessory Uses may include club houses, maintenance facilities, concessions, and caretakers' quarters, and crematory only in a cemetery.

Essential Public Services

Definition. Uses of a public nature, generally provided a local service to people of the community. Services are generally provided on the site or employees are at the site on a regular basis. The service is on-going, not just for special events.

Uses Included

- Ambulance stations
- Fire stations
- Police stations

Accessory Uses

Offices, meeting rooms, and food preparation areas

Radio and Television Broadcast Facilities

Definitions. All devices, equipment, machinery, structures or supporting elements necessary to produce or transmit non-ionizing electromagnetic radiation for radio or television broadcast or transmission and operating as a discrete unit to produce or transmit a signal or message. Towers may be self-supporting or mounted on poles or buildings.

Exception: Radio and television studios are classified as Office uses. Personal wireless service facilities are classified in a separate definition.

Uses Included

- Broadcast towers
- Communication towers
- Point-to-point microwave towers

Accessory Uses

Transmitter facility buildings

Personal Wireless Service Facilities

Definition. Facilities for the provision of personal wireless services to include commercial mobile services, unlicensed wireless communications, and common carrier wireless exchange access services.

Uses Included

- Wireless communication antenna
- Antenna support structure

Accessory Uses

Wireless communication transmission building

**Table 165.07-7
MISCELLANEOUS USE CATEGORIES**

Agricultural and Farm Related Activities

Definition. Establishments primarily engaged in supplying soil preparation services, crop services,

landscaping, horticultural services, veterinarian and other animal services, and farm labor and management services.

Uses Included

- Farms
- Landscaping Services
- Stables

Accessory Uses

Seed sales and sale of other farm produce

Commercial Outdoor Recreation

Definition. Large, generally commercial facilities, that provide continuous or seasonal recreation or entertainment- oriented activities. They generally take place outdoors or may take place in a number of structures that are arranged together in an outdoor setting.

Exceptions. Golf courses and botanical gardens/arboretums are classified as Parks and Open Space. Uses that draw large numbers of people to periodic events, rather than on a continuous basis, such as stadiums and amphitheaters, are classified as Major Event Entertainment.

Uses Included

- Campgrounds (private)
- Golf driving ranges
- Miniature golf facilities
- Zoos

Accessory Uses

Accessory uses may include concessions restaurants, caretakers' quarters, and maintenance facilities.

Major Event Entertainment

Definition. Activities and structures that draw people to spectate or participate at specific events or shows. Exception: Motion picture theaters, including drive-in theaters, are classified as Entertainment, Restaurant andRecreations Trade.

Uses Included

- Auditoriums
- Bazaars and carnivals
- Coliseums
- Exhibition and meeting areas (more than 20,000 sf)
- Fairgrounds
- Sports arenas
- Stadiums

Accessory Uses

Restaurants, bars, concessions, and maintenance facilities

Vehicle Service Facilities

Definition. Either of the following subcategories of uses:

Vehicle service Stations. Any use where gasoline and other petroleum products are sold and/or light maintenance activities such as engineer tune-ups, lubrication, minor repairs, and carburetor cleaning is conducted. Service station uses shall not include premises where heavy automobile maintenance activities such as engine overhauls, automobile painting, and body fender work are conducted.

Vehicle Repair Facilities. Businesses servicing passenger vehicles, light and medium trucks and other

consumer motor vehicles such as motorcycles, boats and recreational vehicles, including premises where heavy automobile maintenance activities such as engine overhauls, automobile painting and body fender work are conducted.

Exception: Repair and service of industrial vehicles and equipment and of heavy trucks, towing and vehicle storage, and vehicle wrecking and salvage are classified as Industrial Service.

Uses Included

- Vehicle Service Station Uses:
- Car washes
- Publicly and privately owned vehicle emission test sites
- Gas stations
- Minor auto repair and tire sales
- Quick lubrication services

Vehicle Repair Facility Uses:

- Auto body shops
- Auto detailing shops
- Auto upholstery shops
- Tire sales and mounting shops

- Transmission or muffler shops
- Vehicle repair shops

Accessory uses

Offices, sales of parts, and vehicle storage

Sports Practice Facilities

Definition. An indoor facility dedicated solely to the training and development of sports teams. Uses shall not include the playing of scheduled games, matches, championships, or tournaments. The facility may have limited observation seating for family and associates of the players who wish to watch the practice, but it is not open to the public; nor is the facility used for other assembly-type uses when not otherwise used for sports practice. The facility may also include ancillary offices.

165.08 VARIANCES.

1. Conditions for Variances. The Board of Adjustment may authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. A variance from the terms of this chapter shall not be granted by the Board of Adjustment unless and until:

A. A written application for a variance is submitted to the City Clerk demonstrating the various information itemized below. The application shall be presented to the City Clerk a minimum of four (4) weeks prior to the monthly regular scheduled Board of Adjustment meeting. The Zoning Administrator shall determine within a reasonable amount of time whether the variance application is complete. Any missing items or necessary corrections shall be communicated to the requestor for inclusion or incorporation and updated information shall be provided to the City. If the variance application has been completed to the satisfaction of the Zoning Administrator, within a minimum of fourteen (14) days prior to a monthly regular scheduled Board of Adjustment meeting, a public hearing on the variance application shall be placed on the Board of Adjustment agenda.

(1) That special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same district; or

- (2) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter; or
- (3) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district; or
- (4) That the special conditions and circumstances to not result from the actions of the applicant.

No nonconforming use of neighboring lands, structures or building in the same district, and no permitted use of lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

B. Notice shall be given at least four (4) but not more than twenty (20) days in advance of the public hearing, by publication in a newspaper of general circulation in the City and shall be mailed to all property owners within a distance of two hundred (200) feet of the affected property.

C. The City shall provide each applicant sufficient variance request notifications signs, which shall be clearly posted by the applicant at least seven (7) but not more than twenty (20) days in advance of the public hearing, on the property for which the variance request has been made. The applicant shall pay the City Clerk such costs at the time the request is submitted as may be prescribed by City Council.

2. Public Hearing. The Board of Adjustment public hearing shall be held in accordance with the State of Iowa Open Meetings Law (Chapter 21 of the Code of Iowa) and any party may appear in person, or by agent or by attorney or through written means submitted prior to the public hearing.

3. Findings. The Board of Adjustment shall make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building, or structure. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

4. Conditions to Be Prescribed. In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.14 of this chapter.

5. Fees. Any person who submits an application under the terms of this section shall be charged a fee in accordance with a schedule of fees established by resolution by the City Council. The denial of an application by the Board of Adjustment shall not be construed as any reason for refunding the fee to the applicant.

165.09 PLANNING AND ZONING COMMISSION. The Planning and Zoning Commission, as established under the provisions of the Code of Iowa, shall discharge the following duties under this chapter:

1. Receive and review all applications for approval of non-listed uses and report findings and recommendations to the City Council.
 - A. The Commission may allow land uses (permitted or special), which, though not contained by name in a zoning district list of permitted or special uses, are deemed to be similar in nature and clearly compatible with the listed uses.
 - B. All non-listed uses which are approved by the City Council shall be added to the appropriate use list by ordinance at the time of periodic updating and revision.
2. Receive and review all applications for changes or amendments to this chapter, future land use map, or zoning map and report findings and recommendations to the City Council (Ord. 1302, 7/15/13).
3. Receive from the Zoning Administrator recommendations as related to the effectiveness of the City zoning and planning development regulations and recommend conclusions and changes to the City Council.
4. Hear and decide matters upon which it is required to pass under this chapter.

165.10 CITY COUNCIL. The City Council, as established under the provisions of the Code of Iowa, shall discharge the following duties under this chapter:

1. Receive recommendation from Planning and Zoning for amendments to this chapter (text or map), and determine the final disposition of any such matter.
2. Decide upon all matters which it is required to pass under this chapter.

165.11 AMENDMENTS. For the purpose of promoting the public health, safety and general welfare; conserving the value of property throughout the community; and lessening or avoiding congestion in the public streets and highway, the City may, from time to time, in a manner hereinafter set forth, amend the various regulations imposed in the districts or amend the district boundary lines.

1. Procedure. Any amendment to the regulations or changes in the district assignment for a property may be initiated by any property owner or governmental body however no such amendment or change in district assignment or amendment shall be made without a public hearing before the City Council and after a recommendation report from the Planning and Zoning Commission.
 - A. Regulation Amendments. The request to amend the regulations within this Chapter shall be directed to the Zoning Administrator. The Zoning Administrator shall perform an investigative study on the amendment request within a reasonable amount of time, not to exceed 60 days. When the study has been completed, within a minimum of fourteen (14) days prior

to the monthly regular scheduled Commission meeting, the amendment shall be placed on the Commission's agenda. The Commission shall review the amendment request and upon completion shall make a recommendation report to City Council. (Ordinance No. 1501, 3/2/15)

Provided the Commission's recommendation is completed a minimum of fourteen (14) days prior to a monthly regular scheduled City Council meeting, a public hearing on the regulation amendment shall be placed on the City Council's agenda. At least seven (4) days' notice of the time and place of the Council's public hearing on the regulations amendment shall be published in a newspaper having general circulation in the City. Within 30 days after holding a public hearing, the City Council shall consider and place the first reading of the regulation amendment to a vote. If no action is taken by the City Council, the regulation amendment has been denied. If the first reading of the regulation amendment was approved by the City Council, the change in zoning must be approved by two (2) more readings before the regulation amendment becomes official.

- B. Zoning Amendments. The request to amend the district assignment for a parcel of land, also referred to as rezoning, shall be initiated by the submitting of a written application with the City Clerk. The request shall be presented a minimum of four (4) weeks prior to the monthly regular scheduled Commission meeting. The Zoning Administrator, with assistance by the City Engineer, shall determine within a reasonable amount of time whether the rezoning application is complete. Any missing items or necessary corrections shall be communicated to the requestor for inclusion or incorporation and updated information shall be provided to the City. If the rezoning application has been completed to the satisfaction of the Zoning Administrator, within a minimum of fourteen (14) days prior to the monthly regular scheduled Commission meeting, a public hearing on the rezoning application shall be placed on the Commission's agenda. At least seven (4) days prior, notice of the time and place of such public hearing shall be published in a newspaper having general circulation in the City. The Commission may apply conditions to the rezoning request or waive certain rezoning application requirements with the exception of posting of notification signs and payment of application fee. Within 30 days after the public hearing, the Commission shall provide a recommendation to the City Council. In the event the Commission recommends disapproval of the rezoning change or, in the event of a protest against such change is filed with the City Clerk and signed by the owners of twenty (20) percent or more of the area of the lots included in the proposed change, or by the owners of twenty percent or more of the property which is located within two hundred feet of the exterior boundaries of the property for which the change is proposed, the change shall not become effective except by the favorable vote of at least three-fourths of all the members of the Council. The protest, if filed, must be before or by the City Council public hearing held on behalf of the zoning change.

Provided the Commission's recommendation is completed a minimum of fourteen (14) days prior to a monthly regular scheduled City Council meeting, a public hearing on the rezoning amendment shall be placed on the City Council's agenda. At least four (4) days prior, notice of the time and place of such public hearing shall be published in a newspaper having general circulation in the City. Within 30 days after holding a public hearing, the City Council shall consider and place the first reading of the change in zoning to a vote. If no action is taken by the City Council, the rezoning application has been denied. If the first reading of the change in zoning was approved by the City Council, the change in zoning must be approved by two (2) more readings before the rezoning becomes official. Once a change in zoning is adopted the City Council, the City shall take action to update the official zoning map in accordance with Section 165.16 of this chapter.

Both, Commission and City Council, public hearings for a zoning amendment shall be held in accordance with the State of Iowa Open Meetings Law (Chapter 21 of the Code of Iowa) and any party may appear in person, or by agent or by attorney or through written means submitted prior to the public hearings.

- C. Future Land Use Map Amendments. The request to amend the current future land use map for a parcel and or section of land shall be initiated by the submission of a written application with the City Clerk. The Zoning Administrator, with the assistance of the City Engineer, shall determine within a reasonable amount of time whether the change in the future land use map application is complete. Any missing items or necessary corrections shall be communicated to the requestor for inclusion or incorporation and updated information shall be provided to the City. If the change in future land use map application has been completed to the satisfaction of the Zoning Administrator, within a minimum of fourteen (14) days prior to the monthly regular scheduled Commission meeting, a public hearing on the change in future land use map application shall be placed on the Commission's agenda. At least four (4) days prior, notice of the time and place of such public hearing shall be published in a newspaper having general circulation in the City. The Commission may apply conditions to waive certain changes in future land use map application requirements with the exception of posting of notification signs and payment of application fee. Within 30 days after the public hearing, the Commission shall provide a recommendation to the City Council. In the event the Commission recommends disapproval of the requested future land use change or, in the event of a protest against such change is filed with the City Clerk and signed by the owners of twenty (20) percent or more of the area of the lots included in the proposed change, or by the owners of twenty percent or more of the

property which is located within two hundred feet of the exterior boundaries of the property for which the change is proposed, the change shall not become effective except by the favorable vote of at least three-fourths of all the members of the Council. The protest, if filed, must be before or by the City Council public hearing held on behalf of the requested future land use change. (Ord. 1302, 7/15/13).

2. Zoning Permit, Future Land Use Change, and Planned Unit Development (PUD) Applications. The application form may be obtained at the City Clerk's office and completed as specified herein. A record of the zoning amendment, future land use change, or PUD application and fees paid, along with a copy of any accompanying materials shall be kept on file in the City Clerk's office. The application shall consist of the following (Ord 1302, 7/15/13):

- A. The legal description and local address of the property.
- B. The present Zoning Classification/Future Land Use Designation and the Zoning Classification/ Future Land Use Designation requested for the property and the existing use and proposed use of the property. (Ord. 1302, 7/15/11)
- C. The names and addresses of the owners of all property within two hundred (200) feet of the property for which the change is requested.
- D. A statement of reasons why the applicant feels the present Zoning Classification/Future Land Use Designation is no longer valid. (Ord. 1302, 7/15/13)
- E. A Plat or Site Development Plan showing the locations, dimensions, and use of the applicant's property and all other property within two hundred (200) feet thereof, including streets, alleys, railroads, and other physical features. Site Development Plans illustrate the general methods of development, design, special distribution, location topography (both existing and proposed), soil erosion control measures, relationship to flood overlay zones and such other information as necessary to show compliance with the zoning and municipal regulations adopted by the City.
 - (1) A Site Development Plan shall be required for any PUDs or any proposed R-4, RMH, C-1, C-1A, C-2, PLI, and PI zoning amendments. The Site Development Plan shall be prepared by a certified architect, landscape architect, or professional engineer and shall conform to the requirements in paragraph (2)(F) of this section. (Ord. 1302, 7/11/15).
- F. Site Development Plans shall be in accordance with the following submittal and modification requirements:
 - (1) The Site Development Plan shall be drawn at a scale not less than one inch to one hundred feet (1" = 100'). Fifteen (15) legible copies folded to no larger than eight and one-half inches by fourteen inches (8½" x 14")

shall be submitted with the zoning permit application. In addition, there shall be submitted three (3) copies of a reproducible quality photo reduction of the Site Development Plan, each page of a multiple sheet submittal, on paper no larger than eight and one-half inches by eleven inches (8½" x 11").

(2) The Site Development Plan shall include the following legal information:

- a. Legal property owners name and description of property.
- b. Applicant's name and contact information, including address, phone number, and fax number.
- c. Requested land use and zoning and accompanying front, side and rear yard setbacks requirements.
- d. If the applicant is other than the legal owner, the applicant's interest shall be indicated and the legal owner's authority to appeal shall be certified legal form.
- e. Legal Description of the property. (Ord. 1302, 7/15/11)

(3) The Site Development Plan shall clearly illustrate prospective use, and enumerate the following information:

- a. Property boundary lines, dimensions, and total area.
- b. A vicinity sketch showing detailed adjacent land uses within five hundred (500) feet of the property and general existing land uses within one thousand (1,000) feet of the property.
- c. The availability and location of existing infrastructure (e.g., streets, sanitary sewer, storm sewer, water) and any proposed public improvements.
- d. Existing buildings, utilities (overhead or underground), easements, drainage courses, vegetation, and large trees, etc.
- e. All existing and proposed streets (including private streets), sanitary sewers, water main, storm sewers, and storm water management areas. If City sanitary sewer and/or water service is not available to the property and it is proposed that the property will be served by private or community well and/or septic systems, those locations should also be identified. (Ord. 1302, 7/15/13)
- f. Location of all walls, fences, landscaping, or other items used to satisfy buffer requirements. (Ord. 1302, 7/15/13)
- g. Traffic circulation patterns within five hundred (500) feet of the property and any proposed location of driveways, parking areas, number of parking spaces proposed, number of parking spaces required, type of surfacing to be used, etc. Parking lots should be screened from public streets utilizing plantings and berming to help maintain a visually attractive corridor. Larger parking lots exert a

greater visual impact and therefore should have a higher percentage of their space devoted to landscaping islands. Parking areas or lots shall be designed in accordance with Section 165.22 of this chapter.

- h. Pedestrian movement patterns upon the property and surrounding area and any proposed location and size of sidewalks or crosswalks. Architectural themes, pedestrian circulation, and all other considerations pertinent to the proposed use, may be requested for illustration or statistical purposes.
 - i. Spot grade and pavement elevations and contour lines at intervals of not more than two (2) feet; City datum; if substantial topographic change is proposed, the existing topography shall be illustrated on a separate map, and the proposed finished topography shown on the final plot plan to demonstrate drainage patterns and methods of compliance for all applicable flood plain development standards and flood (overlay) districts.
 - j. The proposed location, size, and shape of signs which will identify the name, address, insignia or trademark, and occupant of a building or the name of any building within the proposed development.
 - k. A traffic study detailing how the proposed development will affect operations on the adjacent roadway network will be required when the development is expected to generate one hundred or more vehicle trips during any hour of a normal week.
 - l. Such other information as may be necessary to provide for the enforcement of applicable zoning and municipal regulations.
- (4) An approved Site Development Plan placed on file may be amended with respect to location, size, design, and conformity of buildings and other improvements; provided, the amended Site Development Plan conforms to the general use regulations, performance standards and provisions of the district in which located. Amended Site Development Plans shall be reviewed by the Planning and Zoning Commission and approved by the City Council unless said amended Site Development Plan represents less than one thousand (1,000) square feet in area, and does not negatively impact parking, pedestrian, and drive areas on site with such amendment being administratively approved by the Zoning Administrator.

3. Minimum Size of Areas. No amendment to this chapter shall be adopted whereby the zoning classification of an area is changed unless the area meets the following requirements as to minimum size:

New District Classification	Minimum Area Required

R-1, R-2	Large enough in gross area so that at least one-half the number of building sites, either existing or proposed, will be interior of the district.
R-3, R-3A	If the area abuts an existing R-3, R-4, C-1, C-2, I-1 or I-2 district on one side, one (1) acre; otherwise three (3) acres.
R-4	If the area abuts an existing R-4, RMH, C-2, I-1 or I-2 district on one side, one (1) acre; otherwise three (3) acres.
RMH	If the area abuts an existing R-4, RMH, C-2, PLI or PI district on one side, ten (10) acres; otherwise twenty (20) acres.
C-1, C-1A, C-2	If the area abuts an existing C-1, C-1A, C-2, PLI or PI district on one side, one (1) acre; otherwise three (3) acres.
PLI, PI	If the area abuts an existing PLI or PI district on one side, three (3) acres; otherwise five (5) acres.
A-1	Five (5) acres.
PUD	Five (5) acres, unless specifically waived by the City Council based on site constraints.

4. Notification Signs. The City shall provide each applicant for a zoning district boundary amendment with sufficient rezoning notification signs, which shall be clearly posted by the applicant on the property for which a rezoning request has been made. The applicant shall pay the City Clerk such costs at the time the request is submitted as may be prescribed by the City Council. The signs shall be so placed as to be seen from the street, and in cases of multiple frontages, at least one sign shall be placed on each frontage. Said signs shall be posted at least seven (7) but not more than twenty (20) days prior to the public hearing date, which shall be noted on the sign. It shall be the applicant's responsibility to see that the said signs remain posted during the entire period. If the signs are not posted in accordance to the preceding requirements, no public hearing shall be held by the Planning and Zoning Commission. No person except the applicant or his or her agent shall take down, or in any way interfere with the sign or signs during the period provided by this section.
5. Denial of Application. No application for a PUD or rezoning amendment which has been denied by the City Council shall be resubmitted for a period of one (1) year from the date of the order of denial, except on the grounds of new evidence or proof of change of conditions found to be valid by the Planning and Zoning Commission and the City Council.
6. Conditions To Be Prescribed. In granting any rezoning, the Commission may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the rezoning is granted, shall be deemed a violation of this chapter and punishable under Section 165.14 of this chapter.
7. Fees. Any person who submits an application under the terms of this section shall be charged a fee in accordance with a schedule of fees established by resolution by the City Council. The denial of an application by the City Council shall not be construed as any reason for refunding the fee to the applicant.

165.12 BUILDING PERMITS AND CERTIFICATE OF OCCUPANCY REQUIREMENTS.

1. Building Permit. No building, structure or non-agricultural fence shall hereby be erected, reconstructed, or structurally altered, nor shall any work be started upon same, until a building permit for same has been reviewed by the Zoning Administrator, which permit shall state that the proposed building, structure or fence complies with all provisions of this chapter. In addition, a building permit is required for both permitted and accessory buildings or structures. Said permit must be issued concurrently for both permitted and accessory uses for vacant properties. For additional requirements for building permits, refer to Chapters 155 and 156 of this Code of Ordinances.
2. Certificate of Occupancy. No structure or building shall be occupied, and the primary use of a structure or building shall not be changed, unless and until a Certificate of Occupancy has been issued. A Certificate of Occupancy shall only be approved if the structure or building conforms to all applicable requirements of this chapter, all applicable subdivision approval requirements (See Chapter 166), all applicable building codes (See Chapters 155 & 156), and any other applicable laws and regulations of the City of Robins.
3. Private Water Supply and Sewage Disposal Permit Requirements. Where public sewer or water is not readily available to serve the property, private water supply or sewage disposal systems may be allowed provided the systems meet the requirements in Chapters 90 and 98 of this Code of Ordinances. When a private system is allowed, copies of the approved permits from the Linn County Health Department or other applicable agency or department shall be provided to the City prior to the final approval of the building permit or temporary occupancy.
4. Site Plan Requirements. Each building permit application within R-3, R-3A, R-4, PUD, C-1, C-1A, C-2, RI, RL, PLI and PI zoning districts, except for existing single or two family dwellings and accessory buildings thereof, shall be accompanied by four (4) copies of a Site Plan. A record of the Site Plan shall be kept on file in the City Clerk's office with the building permit. The Site Plan shall conform to the zoning regulations within the applicable zoning district and to any plat of prior Site Development Plans approved by the City Council unless otherwise directed by the Zoning Administrator; the Site Plan is to be prepared by a professional engineer, certified architect and/or landscape architect. The petitioner may, as part of the final Site Plan approval, be required to install public utilities including, but not limited to, water lines, storm sewer, sanitary sewer, street paving, fire hydrants, and such other utilities as applicable to properly serve the proposed plan. Where required as part of a Site Plan approval, utilities shall be constructed in accordance with the City's construction standards for those portions within the public right-of-way and shall be dedicated to the City. The petitioner may also be required to construct to the same specifications for those undedicated portions where said utilities may have a direct effect on the future safety, proper functioning, and maintenance of those portions to be dedicated. The Site Plan shall be prepared to scale showing the following (Ord. 1302, 7/15/13):
5. Owner and applicant contact information, including address, phone number, and fax number.

6. North arrow, scale and date of preparation of the plan.
7. The dimensions of the lot to be built upon.
8. The size, shape, and location of the building to be erected.
9. Location of existing right-of-ways, easements, and infrastructure (e.g., streets, sanitary sewer, storm sewer) and any proposed infrastructure improvements.
10. Spot grade and pavement elevations and contour lines at intervals of not more than two (2) feet; City datum; if substantial topographic change is proposed, the existing topography shall be illustrated on a separate map, and the proposed finished topography shown on the final site plan to demonstrate drainage patterns.
11. The proposed location, size, shape, color, and material type of all buildings or structures. Building design should be visually harmonious and compatible with the neighborhood character. The following guidelines should be followed for building design:
 - A. Buildings located on property with double frontages should have similar wall design facing both streets.
 - B. Buildings should have a consistent architectural style throughout the development on each lot, as defined by repetition of exterior building material and colors, and architectural elements.
 - C. Commercial buildings' side and rear elevations should be comprised of the same materials, and reasonably similar in character and quality as the front elevation, unless screened from view from all public streets and residential areas by topography differences, landscaping materials, or other screening devices, in which case, building material may be concrete block or tilt-up concrete panels.
 - D. Preferred commercial building materials: stucco, wood siding, brick, or open face block. Premium grade vinyl siding may be used.
 - E. Preferred light industrial and warehouse building material: stucco, natural wood siding, brick, open face block, and concrete. If the building is built with a concrete facade, it is highly recommended that the front façade be built with stucco, natural wood siding, brick, or open face block. Premium grade vinyl siding may be used.
 - F. No reflective surface shall be allowed where, in the opinion of the City Engineer, the surface would pose a public safety issue.
 - G. Special attention should be taken to incorporate external mechanical equipment into the design such that it does not detract from the aesthetics of the site and building as well as shield from nearby residential areas.
 - H. Pitched roofs with a minimum slope of 5/12 are preferred.
 - I. Roof top equipment shall be screened.
12. Traffic and pedestrian circulation patterns within two hundred (200) feet of the property and proposed location of sidewalks, crosswalks, driveways, parking areas, number of parking spaces proposed, number of parking spaces required, type of surfacing

to be used, etc. Parking areas or lots shall be designed in accordance with Section 165.22 of this chapter.

13. Location and access of commercial solid waste containers and the screening thereof.

14. Such other information as may be necessary to provide for the enforcement of applicable zoning and municipal regulations including, but not limited to, the type, size, and location of all proposed signs and lighting. (Ord. 1302, 7/15/13)

A. Residential Accessory Building Permit Requirements. Residential accessory buildings shall be in compliance with Section 165.19 of this chapter and shall not exceed 1,250 square feet in area or 20 feet in height. For each building permit application for an accessory building over 120 square feet, the applicant shall provide the location, size, shape, color and material type information of the accessory building and that of the principal residential building. The accessory building design, siding and roof material shall be consistent with the principal building and the neighborhood character. The property owner is responsible to ensure the accessory building is in conformance with any restrictive covenants and not in conflict with any easements.

B. Swimming Pool, Hot Tub and Spa Requirements. Swimming pools, spas and hot tubs, whether in-ground, above-ground or on-ground, which contain water over twenty-four (24) inches deep, shall comply with minimum and transitional yard requirements for the zoning district. Refer to Chapters 155 and 156 of this Code of Ordinances for additional requirements regarding swimming pools, hot tubs and spas.

15. Fees. Any person who submits an application for a building permit in accordance with this chapter shall be charged a fee in accordance with a schedule of fees established by resolution by the City Council.

165.13 INTERPRETATION OF PROVISIONS. In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements, adopted for the promotion of the public health, safety, morals, or general welfare. Wherever the requirements of this chapter are at variance with the requirements of any other lawfully adopted rules, regulations, ordinances, deed restrictions, or covenants, the most restrictive or that imposing higher standards shall govern.

165.14 VIOLATIONS AND PENALTIES.

1. Any person who violates or fails to comply with the provisions of this chapter may be charged with a misdemeanor or municipal infraction and upon conviction be ordered to comply and suffer the penalties as prescribed within this Code of Ordinances. Each day a violation continues shall constitute a separate offense.

2. The owners, or tenant of any building, structure, land or part thereof, and any architect, builder, contractor, agent, or other person who commits, participates in, assists

in, or maintains a violation or fails to comply with any provision of this chapter may each be charged with a misdemeanor or municipal infraction and upon conviction suffer the penalties as prescribed within this Code of Ordinances. Each day such violation continues shall constitute a separate offense.

3. If any building or structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained, or if any building, structure or land is used in violation of this chapter, the City may, in addition to other remedies, institute an injunction, mandamus, or other appropriate lawful action necessary to prevent, correct or abate such violation.

165.15 ESTABLISHMENT OF DISTRICTS AND OFFICIAL ZONING MAP. The City is hereby divided into districts which shall be designated as follows:

A-1 - Agricultural

R-1 - Low Density Single-Family Residential

R-2 - Medium Density Single-Family Residential

R-3 - Medium Density Two-Family Residential

R-3A - Medium Density, Two-Family Residential with Association

R-4 - High Density Multiple-Family Residential with Association

RMH - Mobile Home Park Residential

PUD – Planned Unit Development District

C-1 – Central Commercial Business District

C-1A - Neighborhood Commercial District

C-2 - Highway Commercial

PLI – Planned Light Industrial

PMI – Planned Medium Industrial

PHI – Planned Heavy Industrial

P-1 - Public Use

RI - Research Park Innovation District

RL – Robins Landing Overlay District

FP – Flood Plain Overlay District

The locations and boundaries of these districts are shown on the official zoning map which together with all explanatory matter thereon, is hereby adopted by reference and declared to be a part of this chapter. The Official Zoning Map shall be identified by the signature of the Mayor, attested by the City Clerk, and bearing the Seal of the City under the following statement: *This is to certify that this is the official Zoning Map referred to in Ordinance No. 2503 of the City of Robins, Iowa.* The Official Zoning Map, or a true copy of the same, shall be on file in the office of the City Clerk

and shall be final authority as to the correct zoning status of the land, water areas, buildings, and other structures in the City.

165.16 CHANGES IN OFFICIAL ZONING MAP.

1. If in accordance with the provisions of Section 165.11 of this chapter and Section 414.4 Code of Iowa, changes are made in district boundaries or other matters portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map promptly after the amendment has been approved by the City Council, with an entry on the Official Zoning Map as follows: *By official action of the City Council, the following changes were made on the Official Zoning Map.*” (Indicating the changes by ordinance numbers and date of publication.) No amendment of this chapter which involves a matter portrayed on the Official Zoning Map shall become effective until after such change and entry has been made on said map.[†]
2. In the event that the Official Zoning Map becomes damaged, destroyed, lost or difficult to interpret because of the nature or number of changes and additions, the City Council may by ordinance adopt a new Official Zoning Map, which shall supersede the prior Official Zoning Map. The new Official Zoning Map may correct drafting or other errors or omissions in the prior Official Zoning Map, but no such correction shall have the effect of amending the original Official Zoning Map or any subsequent amendment thereof. The new Official Zoning Map shall be identified by the signature of the Mayor, attested by the City Clerk, and bearing the Seal of the City under the following words: *This is to certify that this Official Zoning Map supersedes and replaces the Official Zoning Map adopted as part of Ordinance No. _____ of the City of Robins, Iowa.*” Unless the prior Official Zoning Map has been lost, or has been totally destroyed, the prior map or any significant parts thereof remaining shall be preserved, together with all available records pertaining to its adoption or amendment.
3. Any unauthorized change of any kind whatsoever in the Official Zoning Map by any person shall constitute a violation of this chapter and be punishable as provided in Section 165.14.

165.17 INTERPRETATION OF DISTRICT BOUNDARIES. Where uncertainty exists as to the boundaries of districts as shown on the Official Zoning Map, the following rules shall apply:

1. Boundaries indicated as approximately following the centerline of streets, highways, or alleys shall be construed to follow such centerlines.
2. Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines.
3. Boundaries indicated as following corporate limits shall be construed as following corporate limits.

[†] See EDITOR’S NOTE at the end of this chapter for ordinances amending the zoning map.

4. Boundaries indicated as following railroad lines shall be construed to be midway between the main right-of-way.
5. Boundaries indicated as following shore lines shall be construed to follow such shore lines, and in the event of change in the shore line shall be constructed to move with the actual shore line, boundaries indicated as approximately following the centerlines of streams, rivers, canals, lakes or other bodies of water shall be construed to follow such centerlines.
6. Boundaries indicated as parallel to or extensions of features indicated in subsections 1 through 5 shall be so construed. Distances not specifically indicated on the Official Zoning Map shall be determined by dimensions shown on the map, or in the absence of dimensions, by the scale of the map.

In the case of further uncertainty, and/or where physical or cultural features existing on the ground are at variance with those shown on the Official Zoning Map, or in other circumstances not covered by subsections 1 through 6 above, the Board of Adjustment shall interpret the district boundaries.

165.18 APPLICABILITY OF REGULATIONS.

1. Scope of Regulations. This chapter shall apply to all structures, and, and uses within the corporate limits of the City. No building or structure; no use of any building, structure or land; and no lot of record or zoning lot, now or hereafter existing shall hereafter be established, altered, moved, divided or maintained in any manner except in accord with the provisions of this chapter.
2. Conversion of Use or Size. The conversion of any use or building either to another use or to increase the size or area of the existing use, including the conversion of any building or the conversion of any dwelling to accommodate an increased number of dwelling units, families, or residents, shall be permitted only within a district in which a new building for similar occupancy would be permitted in this chapter and only when the resulting occupancy will comply with the requirements in such districts, with respect to minimum lot size, lot area per dwelling unit, dimension of yards, height, off street parking, and any other applicable requirements.
3. Division of Zoning Lots. No improved zoning lot shall hereafter be divided into two or more zoning lots and no portion of any improved zoning lot shall be sold, unless all zoning lots resulting from each division or sale shall conform with applicable regulations of the zoning district in which the property is located.
4. Annexed Territory. All territory which may be annexed to the City after adoption of the Zoning Ordinance shall be classified by the City Council after receiving a recommendation from the Planning and Zoning Commission as to the annexed territory's zoning classification. Within 30 days of the annexation, the Commission shall make a recommendation as to the new designation.

Action shall be taken by the City Council within 60 days of its receipt from the Commission. No building or structure shall be erected, enlarged or moved and no change

in the use of land or existing buildings or structures shall be made until the zoning district classification of such annexed land is duly adopted by the City Council.

5. Whenever territory is annexed into the city limits, the resolution approving the same shall also establish which Precinct the territory shall be located within. The Planning and Zoning Administrator shall have the duty of assigning territory heretofore annexed to a Precinct and communicating their decisions to the Linn County Election Commissioner. (Ordinance No. 0715, 10/15/07)

6. Vacated Streets. Whenever any street, alley, or other public way is vacated by official action of the Council the district adjoining each side of such street, alley or public way shall be automatically extended to the center of such vacation, and all area included in the vacation shall then and henceforth be subject to all appropriate regulations of the extended districts.

165.19 DISTRICT REGULATIONS.

1. Permitted Uses. No building or tract of land shall be devoted to any other use other than a use permitted hereinafter in the zoning district in which such building or tract of land shall be located, with the following exceptions:

A. Uses lawfully established on the effective date of the Zoning Ordinance.

B. Special uses, allowed in accordance with the provisions of this chapter. Special uses are subject to the issuance of special use permits in accordance with the provisions of this chapter.

2. Nonconforming Uses. Uses already established on the effective date of the Zoning Ordinance and rendered nonconforming by the provisions thereof, shall be subject to the following regulations:

A. If within the districts established by this chapter or amendments that may later be adopted there exist lots, structures and uses of land and structures which were lawful before the Zoning Ordinance was passed or amended, but which would be prohibited, regulated, or restricted under the terms of this chapter or future amendments, it is the intent of this chapter to permit these nonconformities to continue until they are removed, but not to encourage their survival. Such uses are declared by this chapter to be incompatible with permitted uses in the districts involved.

B. It is further the intent of the chapter that nonconformities shall not be enlarged upon, expanded or extended, or be used as grounds for adding other structures, signs or uses prohibited elsewhere in the same district.

C. To avoid undue hardship, nothing in this section shall be deemed to require a change in the plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of the Zoning Ordinance and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent

manner; except that the demolition or removal of an existing building has been substantially begun preparatory to rebuilding, such demolition or removal shall be deemed to be actual construction, provided that work shall be diligently carried on until completion of the building involved.

3. Nonconforming Lots of Record. If two or more lots or combinations of lots and portions of lots with continuous frontage in single ownership are of record at the time of passage or amendment of the Zoning Ordinance, and if all or part of the lots do not meet the requirements for lot width and area as established by this chapter, the land involved shall be considered to be an undivided parcel for the purposes of this chapter, and no portion of said parcel shall be used or sold which does not meet lot width and area requirements established by this chapter, nor shall any division of the parcel be made which leaves remaining any lot with width or area below the requirements stated in this chapter.
4. Nonconforming Uses of Land. Where, at the effective date of adoption or amendment of the Zoning Ordinance, lawful use of land exists that is made no longer permissible under the terms of this chapter as enacted and amended, such use may be continued, so long as it remains otherwise lawful, subject to the following provisions:
 - A. No such nonconforming use shall be enlarged or increased nor extended to occupy a greater use of land than was occupied at the effective date of adoption or amendment of the Zoning Ordinance.
 - B. No such nonconforming use shall be moved in whole or in part to any other portion of the lot or parcel occupied by such use at the effective date of adoption or amendment of the Zoning Ordinance.
 - C. If any such nonconforming use of land ceases for any reason for a period of more than one hundred eighty (180) days, any subsequent use of such land shall conform to the regulations specified by this chapter for the district in which such land is located.
5. Nonconforming Structures. Where a lawful structure exists at the effective date of adoption or amendment of the Zoning Ordinance that could not be built under the terms of this chapter by reason of restrictions on area, lot coverage, height, yards, or other characteristics of the structure or its location on the lot, such structure may be so continued so long as it remains otherwise lawful, subject to the following provisions:
 - A. No such structure may be enlarged or altered in a way, which increases its nonconformity.
 - B. Should such structure be destroyed by any means to an extent of more than 65 percent of its replacement cost at the time of destruction, it shall not be reconstructed except in conformity with the provisions of this chapter. The determination of the replacement cost must be determined by a licensed property appraiser.
6. Nonconforming Uses of Structures. If a lawful use of a structure or of structure and premises in combination exists at the effective date of adoption or amendment of the Zoning Ordinance that would not be allowed in the district under the terms of this chapter,

the lawful use may be continued so long as it remains otherwise lawful, subject to the following provisions:

- A. No existing structure devoted to a use not permitted by this chapter in the district in which it is located shall be enlarged, extended, constructed, reconstructed, moved, or structurally altered except in changing the use of the structure to a use permitted in the district in which it is located.
 - B. Any nonconforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use at the time of adoption or amendment of the Zoning Ordinance, but no such use shall be extended to occupy any land outside such building.
 - C. If no structural alterations are made, any nonconforming use of a structure (or structure and premises) may be changed to another nonconforming use provided that the Board of Adjustment, either by general rule or by making findings in the specific case, shall find that proposed use is equally appropriate or more appropriate to the district than the existing nonconforming use. In permitting such change, the Board of Adjustment may require appropriate conditions and safeguards in accord with the provisions of this chapter.
 - D. Any structure or structure and land in combination in or on which a nonconforming use is superseded by a permitted use shall thereafter conform to the regulations for the district in which such structure is located and the nonconforming use may not thereafter be resumed.
 - E. When a nonconforming use of a structure, land, or structure and land in combination, is discontinued or abandoned for eighteen (18) consecutive months, the structure thereafter shall not be used except in conformance with regulations of the district in which it is located.
 - F. Where nonconforming use status applied to a structure and land in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land.
7. Repairs or Maintenance. On any building devoted in whole or in part to any nonconforming use, work may be done in any period of twelve (12) consecutive months on ordinary repairs, or on repair or replacement of non-bearing walls, fixtures, wiring or plumbing, to an extent not exceeding ten percent (10%) of the current replacement value of the building, provided that the cubic content of the building as it existed at the time of passage or amendment of the Zoning Ordinance shall not be increased. Nothing in this chapter shall be deemed to prevent the strengthening of or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.
8. Yard Requirements. Upon approval of the Planning and Zoning Commission and the City Council, as evidenced by acceptance of the subdivision plat, a developer shall be allowed to satisfy yard requirements by establishing setbacks and varying front yards. However, in such instances, the shortest setbacks or yards shall be at least equal to the minimum prescribed for that district, and shall be consistent with public safety and health.

A. Fuel and food dispensing devices with a height of not over six (6) feet shall be exempt from the established front yard or corner side yard requirements, but all such dispensing devices shall be set back from the front lot line or the corner side lot line a distance of not less than fifteen (15) feet.

B. Where an industrial, commercial or agricultural district adjoins a residential district, transitional yards shall be provided in accordance with the regulations indicated in the respective zoning district. Transitional yards shall be unobstructed, except as permitted in paragraph C following.

C. All required yards shall be unobstructed, except as follows (this requirement shall not be construed to prohibit trees, shrubs, bushes and other natural growth):

(1) In All Yards:

- (a) Open terraces not over three (3) feet above the average level of the adjoining ground, but not including a permanently roofed-over terrace or porch;
- (b) Awnings and canopies;
- (c) Steps four (4) feet or less above grade which are necessary for access to a permitted building or for access to a zoning lot from a street or alley;
- (d) Chimneys projecting 24 inches or less into the yard;
- (e) Approved free standing signs;
- (f) Arbors and trellises;
- (g) Flagpoles;
- (h) Window unit air conditioners projecting not more than 18 inches into the required yard; and
- (i) Fences or walls subject to applicable height restrictions of this chapter.

(2) In Front Yards:

- (a) One-story bay windows projecting three (3) feet or less into the yard; and
- (b) Overhanging eaves and gutters projecting three (3) feet or less into the yard.

(3) In Rear Yards:

- (a) Balconies;
- (b) Recreational or laundry drying equipment;
- (c) Fallout shelters;
- (d) Outside elements of central air conditioning systems, extending not more than four (4) feet into the yard;

- (e) Breezeways and open porches;
 - (f) One-story bay windows projecting three (3) feet or less into the yard; and
 - (g) Overhanging eaves and gutters projecting three (3) feet or less into the yard.
 - (4) In Side Yards: Overhanging eaves and gutters projecting three (3) feet or less into the yard.
 - (5) Corner Visual Clearance Area. Notwithstanding the provisions within the various districts, nothing shall be erected, placed, planted, or allowed to grow on a corner lot in such a manner as to significantly impede vision between a height of three (3) feet and ten (10) feet above the center line street grades of the area described as follows: That triangular shaped area bounded by the street or road right-of-way lines of a corner lot or tract and a straight line joining points on said right-of-way lines that are thirty (30) feet from the point of intersection of said right-of-way lines.
9. Lot Coverage Requirements. The lot coverage requirements are intended to generally align with the typical percentage of impervious areas defined in the adopted design standards for stormwater management best practices. The lot coverage percentage is calculated by the total area of the building(s) and paving on a zoning lot divided by the area of such zoning lot. Areas to be included in the calculation are buildings (principal and accessory), driveways, sidewalks, patios, decks, porches, stairs, but exclusive of swimming pools.
- A. Residential Districts: Lot coverage shall not exceed 4,800 square feet or 33%, whichever is less, of the gross lot area.
 - B. Commercial Districts: Lot coverage shall not exceed 80% of the gross lot area.
 - C. Industrial Districts: Lot coverage shall not exceed 70% of the gross lot area.
10. Limitation of Access. Access from abutting property to an intersecting arterial or collector street or to a highway shall be permitted only at designated access points. Such access points are limited in accordance with the current edition of the Iowa SUDAS Design Manual:
- A. The access limitations, may be waived subject to the following conditions:
 - (1) The Board of Adjustment may grant preliminary approval of a temporary access permit. Such permit shall only be granted if the authority having jurisdiction over such highway requires a driveway permit.
 - (2) Use of access shall be limited to the use described in the temporary access permit.
 - (3) Wherever practical, only one point of access for each two parcels shall be permitted, to be located at the common property line for the adjoining parcels.

(4) The access permit shall be temporary in nature and shall be revoked, without remuneration to abutting property owners, upon the construction of a frontage road or an alternative internal circulation system providing a reasonable alternate means of access or when deemed necessary in the public interest.

11. Floodplain Regulations. All building and structures shall conform to the flood plain regulations contained within Chapter 160 of this Code of Ordinances. If a building or structure is proposed within a defined floodplain or drainage easement, as a condition of that approval, the City may require that the building permit applicant acknowledge the rights of the City as an easement holder and waive any and all damages that might be otherwise accrued if the City shall need to remove the building or structure in the exercise of its rights under the easement.

12. Water Supply and Sewage Disposal Regulations. Where public water and sewage facilities are unavailable, regardless of other provisions of this chapter, in all districts and in all classifications, there shall always be sufficient open ground area left unoccupied by a structure or paving for a proper system of sewage disposal and water supply conforming to the standards and requirements of Linn County Health Department and any other City regulations. No building permit shall be issued that is serviced by either a private sewage system or water supply system unless the following minimum building lot requirements:

Private System	Minimum Lot Area	Minimum Lot Width
Without sewage disposal and water supply	40,000 sq. ft.	150 feet
Without sewage disposal but with water supply	20,000 sq. ft.	100 feet

13. Residential District Restrictions.

A. No land which is located in a residential district shall be used for a driveway, walkway, or access purposes to any land which is located in a commercial or industrial district, or used for any purpose not permitted in a residential district.

B. Except in the case of Planned Unit Developments, not more than one principal dwelling unit and one Accessory Dwelling Unit (ADU) shall be located on a zoning lot.

C. Detached accessory buildings or structures shall be located no closer to any other accessory or principal building than ten (10) feet and shall be limited to twenty (20) feet in height.

D. No accessory building or structure shall be erected more than one hundred and eighty (180) days prior to the time of completion of the construction or establishment of the principal structure or use to which it is accessory.

E. No detached accessory building, including tree houses, shall be placed in front of the principal building on the zoning lot.

14. Accessory Dwelling Units (ADU). Accessory Dwelling Units shall comply with the provisions of Chapter 364.3 of the Code of Iowa.

- A. Accessory Dwelling Units are only allowed on a lot with an existing single-family home.
- B. Only one Accessory Dwelling Unit, either detached or attached, shall be permitted on a lot.
- C. A new separate driveway providing exclusive access to the Accessory Dwelling Unit shall not be permitted.
- D. Detached Accessory Dwelling Units shall be located no closer to any other accessory or principal building than ten (10) feet and the height shall be limited to that regulated by the zoning district it is located.
- E. No detached Accessory Dwelling Unit shall be placed in front of the principal building on the zoning lot.
- F. Detached Accessory Dwelling Units must meet minimum principal structure front and side yard requirements.

Animal Control Requirements. The comprehensive animal control regulations contained in Chapter 55 of this Code of Ordinances shall determine the requirements of keeping, sheltering and caring of domestic, farm and exotic animals within the City limits.

165.20 SIGN REGULATIONS. Regulation of the size, location, and certain features of signs is necessary to enable the public to locate goods, services and facilities without disruption to surrounding areas; to prevent wasteful use of natural resources; to prevent hazards to life and property; and to assure the continued attractiveness of the community. No sign shall be erected or maintained unless it is in compliance with the regulations contained herein and the design and construction requirements specified within Chapter 152 & 155 of this Code of Ordinances. All signs except residential nameplate or temporary “for sale”, “for rent”, or similar yard signs shall not be erected or modified without the prior submittal and approval of a sign permit.

- 1. Exceptions. The provisions of this section do not apply to the following:
 - A. Miscellaneous traffic and other official signs of any public or governmental agency, such as railroad crossing signs, or signs used as aids to service or safety.
 - B. Any identification or display of any official court or public office notices thereof, or any flag, emblem or insignia of a nation, school, political unit or religious group.
 - C. Any sign which is located completely within an enclosed building, and which is not visible from outside the building.
 - D. Tablets, grave markers, headstones, statuary, or remembrances of persons or events that are noncommercial in nature.
 - E. Works of fine art when not displayed in conjunction with a commercial enterprise which may benefit direct commercial gain from such display.

- F. Temporary decorations or displays celebrating the occasion of traditionally accepted patriotic or religious holidays.
 - G. Signs on a truck, bus, trailer, or other vehicle while operated in a normal course of a business which is not primarily the display of such signs.
2. Prohibited Signs: Signs specifically prohibited in all districts. The following signs, as well as all other signs not expressly permitted by this Code, are prohibited in all districts and shall not be erected, maintained or, except as provided for elsewhere in this Code, permitted to continue in any district:
- A. Roof signs.
 - B. Portable signs. Any sign attached to or placed on a vehicle or trailer parked on public or private property. This does not prohibit the identification of a firm or its principal products on a vehicle operating during the normal course of business or being taken home. Any vehicle conspicuously parked adjacent to or on a public street for more than three hours primarily for advertisement.
 - C. Any abandoned sign, including, but not limited to, the following:
 - (1) A sign left in a state of serious disrepair, is structurally unsound, is in danger of falling, is no longer functional or is otherwise unsafe.
 - (2) A sign left blank, having significant portions of letters, words or other copy missing for more than 30 days.
 - (3) An on-premises sign advertising a business or institution not located at that location for more than 30 days.
 - (4) Any sign that advertises goods or service no longer available for more than 30 days.
 - (5) Any sign that advertises an event or purpose that has passed and no longer applies for more than 30 days.
 - D. Any sign that has been erected, placed or otherwise established or maintained in violation of the then-existing sign regulations or has in any way been unlawfully installed, erected or maintained.
 - E. Any sign painted directly on a wall, roof or fence.
 - F. Off-Premise Signs, including billboard signs.
3. Location of Signs.
- A. No sign shall be attached to a standpipe, gutter drain, or fire escape, nor shall any sign be erected as to impair access to a roof or be in violation of the Building Codes or Fire Department Regulations.
 - B. No signs shall be located so as to project above the parapet line of any roof in the zoning district where the sign is located.
 - C. No signs shall project into any public way or other public access way, nor shall they be permitted in public easements.

D. No sign or sign structure shall be placed on private or public property without the consent of the owner or authorized agent of the owner of such property.

E. No sign or sign structure shall be erected at any location so as to, by reason of its size, shape, design, location, content, coloring or manner of illumination, constitute a traffic hazard or a detriment to traffic safety by obstructing the vision of drivers by obscuring or otherwise physically interfering with any official traffic control device; nor shall any sign be placed in a fashion or that may be confused with an official traffic control device. No rotating beacon, beam or flashing illumination resembling an emergency light shall be used in connection with any sign display or be visible from an adjacent street. No lights resembling an emergency light, no words used or displayed in such a way as to imitate a public safety or warning sign, and no other lights, words, phrases, symbols or characters that may interfere with, mislead or confuse vehicle operators shall be used in a location that is visible to vehicular traffic.

F. All illuminated signs shall conform to the outdoor lighting regulations specified in Chapter 152 of this Code of Ordinances. Any direct light source shall be concealed from view from the right-of-way.

4. Sign Requirements in all districts. The following signs shall be permitted:

A. Nameplate and identification signs:

(1) Area and content

(a) Residential: There shall not be more than one nameplate attached to the structure, not exceeding one square foot in area, for each dwelling unit, indicating the name or address of the applicant. On a corner lot, two such name plates shall be permitted, one facing each street.

(b) Nonresidential: For nonresidential buildings, a single identification sign, not exceeding 12 square feet in area, and indicating only the name and address of the building, may be displayed. On a corner lot, two such name plates shall be permitted, one facing each street.

(2) Setback: None

(3) Height: No sign shall project higher than eight (8) feet above grade.

(4) Permit: Not required unless illuminated

B. Temporary signs:

(1) Political signs, for sale signs, for rent signs, garage sale signs, and similar:

(a) Area and number: There shall be no more than one such sign per zoning lot, except on a corner lot where two such signs shall be permitted, one facing each street. No sign shall exceed 12 square feet in area.

(b) Setback: None

(c) Height: No sign shall exceed 42 inches in height.

- (d) Time limitation: Signs shall be displayed for no more than 72 hours.
- (e) Permit: Not required
- (2) Accessory to subdivision developments or other permitted improvements in residential districts:
 - (a) Content: The signs shall be only for the identification of homes for sale or rent in the subdivision under construction, or for identification of other nonresidential uses under construction.
 - (b) Area and number: There shall be no more than two signs for each subdivision or development, or one for each entrance to the subdivision. No such sign shall exceed 32 square feet in area.
 - (c) Setback: The sign shall be located within the subdivision and meet the minimum front yard requirements of the zoning district and shall be 50 feet from all other boundaries of the subdivision plat. The requirement does not apply to temporary construction or remodeling services yard signs.
 - (d) Height: No sign shall project higher than eight (8) feet above grade.
 - (e) Time limitation: The sign or signs shall be removed by the property owner once construction is complete or the lots are sold.
 - (f) Permit: Required
- (3) Special Event Signs:
 - (a) Content: Signs displayed to advertise special promotions, community events and grand openings
 - (b) Area and number: There shall be no more than one such sign per zoning lot, except on a corner lot where two such signs shall be permitted, one facing each street. No such sign shall exceed 32 square feet in area.
 - (c) Setback: The sign shall be located within the property and meet the minimum front yard requirements of the zoning district and shall be 50 feet from all other boundaries of the property.
 - (d) Height: No sign shall project higher than eight (8) feet above grade.
 - (e) Time limitation: Such signs may be displayed for no more than 10 continuous days and shall be removed immediately upon termination of the special event.
 - (f) Permit: Required

C. Information signs:

- (1) Area and number: There shall be not more than one such sign per zoning lot, except on a corner lot where two such signs shall be permitted, one facing each street. Such signs shall have a maximum size of twelve (12) square feet.
- (2) Setback: None
- (3) Height: No sign shall project higher than eight (8) feet above grade.
- (4) Permit: Not required unless illuminated

(1) Monument Sign Content: The signs shall bear only the name of the subdivision, park or estate. Sign may be backlit, directly lit or internally illuminated.

(2) Area and number: There shall not be more than one sign located at each entrance to the subdivision, park or estate. No such sign shall exceed 120 square feet in area per sign face nor more than 240 square feet total

(3) Setback: The sign shall be located within the property and meet the minimum front yard requirements of the zoning district and shall be 50 feet from all other boundaries of the property.

(4) Height: No sign shall project higher than twelve (12) feet above grade.

(5) Permit: Required

(1) Electronic Message Boards Style of sign: Such signs may be illuminated; however, no such sign shall be flashing.

(2) Area and number: There shall be not more than one sign per lot, except on a corner lot, two such signs shall be permitted, one facing each street. Such signs are only permitted if incorporated into a permitted monument sign. No sign shall exceed 16 feet in area.

(3) Setback: Sign shall meet the requirements of a Monument Sign.

(4) Height: Sign shall meet the requirements of a Monument Sign.

(5) Permit: Required

A. Sign Requirements in Commercial and Industrial Districts. General Application:

(1) Area and Number: There shall be not more than two signs per lot. The gross area in square feet of all signs on a zoning lot shall not exceed two (2) square feet for each lineal foot of building frontage one (1) square foot for each lineal foot of lot frontage, whichever results in a larger sign area.

(2) Height: No sign shall project higher than 20 feet above curb level.

(3) Setback: The sign shall be located within the property and meet the minimum setback requirements of the zoning district and shall be 50 feet from all other boundaries of the property.

B. Freestanding Signs:

(1) Area and number: There shall be no more than one freestanding sign per public street frontage. No such sign shall exceed 120 square feet in area per sign face nor more than 240 square feet total.

(2) Setback: The sign shall be located within the property and meet the minimum setback requirements of the zoning district and shall be 50 feet from all other boundaries of the property.

(3) Height: Shall not exceed 20 feet

(4) Permit: Required

C. Wall Signs:

- (1) Area and number: There shall be no more than one wall sign per entrance for buildings with a single tenant, or one wall sign per business tenant. One (1) square foot for each lineal foot of building wall not to exceed 40 square feet.
 - (2) Setback: N/A
 - (3) Height: Shall not extend beyond the roof line or parapet of the building to which it is affixed.
 - (4) Permit: Required
5. I-380 Frontage Signs
 - A. General Application:
 - (1) Street Frontage: Minimum 200 feet along I-380
 - (2) Area and Number: There shall be not more than one sign per lot. The maximum total surface area shall not exceed 200 sq. ft.
 - (3) Projection: No signs shall project into any public way or other public access way.
 - (4) Height: Shall not exceed 40 feet.
 - (5) Setback: The sign shall be located within the property and meet the minimum setback requirements of the zoning district and shall be 50 feet from all other boundaries of the property.
 - (a) They are not within 100 feet of any residential structure.
 - (b) They are not within 70 feet of an intersection, highway structure, or another billboard.
 - (c) They are not within 100 feet of a park, school, cemetery, public, or semi-public building.
 - (d) They are not within 50 feet of the centerline of a city or county road, or 100 feet of a state or federal highway.
 - (6) Permit: Required
 - (7) For signs located within areas subject to the State of Iowa regulations, those regulations shall apply in addition to those listed herein. In case of conflict, the most restrictive rules shall apply.
 - (8) On-premise signs must be used to advertise the business and the content of the sign is limited to information regarding the on-site business. Off-premise signs are not allowed.
 - (9) Signs must abut the I-380 side of the property and placed so that it is visible to the traffic on I-380.
 - (10) Lighted signs must conform to Iowa regulations for lighted signs along Interstate Highways.
6. Maintenance of Signs. All signs and billboards shall be maintained in a neat and presentable condition. In the event their use shall cease, they shall be removed within 60 days of the date that their use ceases and the surrounding area restored to a condition free from rubbish.

165.21 FENCE, WALL AND HEDGE REGULATIONS. Regulation of the location, height, and certain features of fences, walls, and/or dense hedges are necessary to assure the attractiveness of the community and to prevent potential hazards to life and property. No fence or wall shall be erected or maintained unless it is in compliance with the regulations contained herein and the design and construction requirements specified within Chapter 155 of this Code of Ordinances. All non-agricultural fences, walls or combinations thereof except temporary fences used for public safety or soil erosion shall not be erected, altered, replaced, or maintained without the prior submittal and approval of a building permit.

1. Fences and walls may be erected or maintained along a lot line on residential zoned property or adjacent thereto to a height not exceeding six (6) feet above the ground level which is located in a required side yard, to a height not exceeding four (4) feet above the ground level which is located in a required front yard, and to a height not exceeding eight (8) feet above the ground level which is located in a required rear yard, unless the rear lot line abuts a side lot line on neighboring residential property, in which case, the height limitation shall be six (6) feet above ground level. Where a property is double-fronted, the height of the fence or wall shall not exceed four (4) feet above ground level except where a rear yard has been established and the fence abuts a side or rear yard of a neighboring residential property, the height of the fence shall be limited to six (6) feet. Where such lot line is along or adjacent to commercially or industrially zoned property, the fence or wall shall be limited to eight (8) feet above ground level.
2. Fences, walls, dense hedges, and other planting may be erected or grown in public utility or drainage easements in accordance with the provisions of this section, except that no fence, wall, or dense hedge may be erected without the prior approval from the City and as a condition of that approval, the City shall require that the applicant acknowledge the rights of the City as an easement holder and waive any and all damages that might be otherwise accrued if the City shall need to remove the fence, wall, or hedge, in the exercise of its rights under the easement.
3. Dense hedges consisting of shrubs that comply with subsection 4 of this section may be grown or planted along a lot line or adjacent thereto provided that the dense hedge does not project into public use area (e.g., sidewalk, alley).
4. Fence, wall, and dense hedges shall meet the following visual clearance requirements:
 - A. No opaque fence, wall, dense hedge, or other plantings, signs, or structures that will obstruct vision between a height of two and one-half (2½) feet to ten (10) feet above the centerline grades of the intersecting streets shall be erected, placed, or maintained, within the triangular area formed, the right-of-way lines as such corner and a straight line joining said right-of-way lines at points which are twenty-five (25) feet distant from the intersection of the right-of-way lines, and measured along the right-of-way lines.
 - B. No opaque fence, wall, dense hedge, or other plantings, shall exceed a height of four (4) feet when located within twelve (12) feet of an intersecting driveway, alley or street.

- C. In the context of this subsection, “opaque” is defined as structure which block or otherwise prevents the passage of light through 50% or more of its surface area.
 - D. No opaque fence shall be permitted in the front yard.
 - E. Requirements shall be as established by engineering design standards and recommendation by the City Engineer for any situation not defined within this section.
5. The smooth or decorative face of a fence or wall shall face any public right of way or neighboring property. All supports, including posts must be placed on the inside of the fence or wall, opposite of the smooth or decorative face.
6. Barbed wire shall be prohibited except as follows:
- A. Fences having barbed wire may be used for permitted agricultural uses of enclosing and protecting livestock or domestic animals. Where the agricultural use abuts a sidewalk or residential use, the barbed wire shall be a minimum of 40 inches above ground level and shall not project over any sidewalk or residential use or lot.
 - B. A fence within an industrial or commercial zoned district may be topped with barbed wire provided that the barbed wire is seven (7) feet above ground level and the barbed wire does not project into any general public or business use areas.
7. Electrical fences shall be prohibited from use within all zoning districts except for the enclosure of livestock and domestic animals within agricultural zoned districts, provided the electrical fence is not within a street right-of-way. An electrical fence may be adjacent to a neighboring residential use lot line, provided the electrical fence is suspended a minimum of five (5) inches into the agricultural zoned property or a minimum of 48 inches high.
8. No fence or wall shall be erected within the 100-year flood plain without the prior written approval from the City Council.
9. Violations of any fence, wall, or hedge regulations outlined in this section, shall be addressed as a public nuisance.

165.22 OFF-STREET PARKING AND LOADING SPACE.

1. Scope of Provisions. The off-street parking and loading provisions of this chapter shall be applied as follows:
- A. For all buildings and structures erected and all uses of land established after the effective date of the Zoning Ordinance, accessory parking and loading facilities shall be provided as required by the regulations of the districts in which such buildings or uses are located.
 - B. Whenever the existing use of a building or structure shall hereafter be changed to a new use, parking or loading facilities shall be provided as required for such new use. However, if the said building or structure was erected prior to the effective date of the Zoning Ordinance, additional parking or loading facilities are

mandatory only in the amount by which the requirements for the new use would exceed those for the existing use, if the latter were subject to the parking and loading provisions of this chapter.

C. Nothing in this chapter shall be deemed to prevent the voluntary establishment of off-street parking or loading facilities to serve any existing use of land or buildings, provided that all regulations herein governing the location, design, and operation of such facilities are adhered to.

2. Off-Street Parking.

A. Exemption. On lots of record as of the effective date of the Zoning Ordinance which are 40 feet or less in width, which are to be improved with a single-family dwelling, and for which no alley has been dedicated to the rear, accessory off-street parking facilities shall not be required.

B. Location. All parking spaces required to serve buildings or uses erected or established after the effective date of the Zoning Ordinance shall be located on the same zoning lot as the building or use served, except that parking spaces to serve, industrial buildings or uses may be located within 500 feet of such use if said spaces are located in an Industrial or Commercial District.

(1) Off-street parking spaces, open to the sky, may be located in any yard, with the following exceptions:

1. Front yards in an R-1 & R-2,
2. Any yard abutting arterial and collector streets in R-3, R-3A, R-4, C-1, C-1A, C-2, PLI, PMI, PHI, RI

(2) Enclosed buildings and carports containing off-street parking shall be subject to applicable yard requirements.

C. Overnight Parking. Except on lots in an R-1 or R-2 District, vehicles needing overnight parking shall not be visible from arterial and collector streets.

D. Size. Except for parallel parking spaces, each required off-street parking space shall meet the requirements of the current edition of the Iowa SUDAS Design Manual. For parallel parking, the length of the parking space shall be increased to twenty-four (24) feet.

E. Access. Except on lots accommodating single-family dwellings, each off-street parking space shall open directly upon an aisle or driveway at least 12 feet wide or such additional width and design as to provide safe and efficient means of vehicular access to such parking space. All off-street parking facilities shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.

F. Collective Provision. Off-street parking facilities for separate uses may be provided collectively if the total number of spaces so provided is not less than the sum of the separate requirements. Further, no parking space or portion thereof shall serve as a required space for more than one use unless otherwise authorized by the Board of Adjustment.

G. Computation. When determination of the number of off-street parking spaces required by this chapter results in a requirement of a fractional space, any fraction of less than one-half ($\frac{1}{2}$) may be disregarded, while a fraction of one-half ($\frac{1}{2}$) or more shall be counted as one parking space. Parking spaces required on an employee basis shall be based on the maximum number of employees on duty or residing, or both, on the premises at any one time.

H. Design Requirements.

(1) Parking Plan. Except for single-family dwellings, an off-street parking plan shall be submitted prior to construction. All off-street parking plans shall be subject to review and approval of the Zoning Administrator and issuance of a building permit. The Plan shall depict, but not limited to, the following:

1. Location within the property,
2. Number of parking spaces proposed,
3. Number of parking spaces required,
4. Type of surfacing to be used,
5. Spot grading and pavement elevations, and
6. Such other information as may be necessary to illustrate conformance with off-street parking requirements.

(2) Surfacing. All open off-street parking areas, except a single parking space accessory to a single-family dwelling, shall be surfaced with a dustless, all-weather material capable of carrying a wheel load of at least 4,000 pounds. The dustless, all-weather surface shall consist of Portland Cement Concrete (PCC), Asphalt Cement Concrete (ACC) or ACC millings. Permanent markings indicating stall locations shall be required on the off-street parking surfaces.

(3) Screening and Landscaping. All open automobile parking areas containing more than four parking spaces shall be effectively screened on each side adjoining or fronting on property situated in a Residential District by a wall, fence, or densely planted compact hedge not less than five feet or more than eight feet in height.

(4) Lighting. All outdoor lighting shall conform to the regulations specified in Chapter 152 of this Code of Ordinances.

(5) Wheel Guards. Where applicable, wheel guards or bumper guards shall be required to prevent parked vehicles to extend beyond the property line and onto other private or public areas.

(6) Design. Parking Design Standards shall be in accordance with the current edition of the Iowa SUDAS Design Manual.

(7) Signs. Information signs shall be permitted on parking areas in accordance with the provisions specified in Section 165.20, Sign Regulations of this chapter.

(8) Accessory Building. Any accessory building associated with off-street parking shall conform to the zoning district minimum and transitional yard requirements. No loudspeaker system shall be allowed within 100 feet of a residential zoned area.

I. Repair, Service and Maintenance.

(1) Residence Districts: No motor vehicle repair work or service of any kind shall be permitted in association with parking facilities provided in Residence Districts.

(2) Commercial Districts: No motor vehicle repair work or service of any kind shall be permitted in conjunction with parking facilities in a Commercial District.

(3) Industrial Districts: No motor vehicle repair work or service of any kind shall be permitted in conjunction with any open accessory parking facilities provided in an Industrial Districts.

J. Specific Requirements. All off-street parking spaces shall be provided in accordance with the specific Use Categories as hereinafter set forth in the following Off-Street Parking Table. Parking spaces for accessory uses shall be assumed to be included in the principal (permitted or special) use requirement. If, for any reason, the amount of off-street parking, or the number of spaces to be provided by such use is not readily determinable hereunder, the parking requirements of such use shall be determined by the Zoning Administrator.

OFF-STREET PARKING TABLE

Uses (Permitted or Conditional)	Required Spaces
a. Dwelling, single-family b. Dwelling, two-family c. Dwelling, multiple-family d. Mobile homes	2 per dwelling unit or habitable living unit
a. Group Living b. Short-Term Lodging	1 per habitable living unit plus 1 per 500 square feet of common area
a. Day Care Facilities b. Medical Centers	2 per 1,000 square feet of gross floor area

<ul style="list-style-type: none"> a. Office Use b. Essential Public Services 	4 per 1,000 square feet of gross floor area
<ul style="list-style-type: none"> a. Automotive and Marine Craft Trade b. Entertainment, Restaurant and Recreational Trade 	5 per 1,000 square feet of gross floor area
<ul style="list-style-type: none"> a. Retail Sales and Services b. Funeral Facilities c. Vehicle Service Facilities d. Sports Practice Facilities 	1 per 200 square feet of gross floor area
<ul style="list-style-type: none"> a. Wholesale Trade b. Industrial Service c. Radio and Television Broadcast Facilities d. Personal Wireless Service Facilities 	1 per each employee
<ul style="list-style-type: none"> a. Commercial Outdoor Recreation 	75 per 9 holes (regular golf) or 40 per 9 holes ("Par 3") and 1 per 2,000 square feet of gross land area
<ul style="list-style-type: none"> a. Community Facilities b. Parks and Open Areas 	1 per 5,000 square feet of gross land area, or 1 per 75 square feet of water area when a public swimming pool is an isolated use and 1 per 200 square feet of gross floor area
<ul style="list-style-type: none"> a. School K-12 	<p>Elementary & Jr. High (K-8): 2 per classroom</p> <p>High School (9-12): 1 per employee plus 1 per 6 students based on design capacity</p>

a. Major Event Entertainment b. Religious Institutions	1 per each four seats provided or 1 per 100 square feet of gross floor area
a. Colleges and universities	1 per each four students based on design capacity
a. Manufacturing and Processing b. Resource Production and Extraction c. Warehouse and Freight Handling d. Basic Utilities	1 per 500 square feet of gross floor area or 1 per each employee, whichever is greater
a. Agricultural and Farm Related Activities	Spaces to be determined by the Zoning Administrator after review by the Planning and Zoning Commission
a. Drive-up facility	Reservoir space to be determined by the Zoning Administrator after review by the Planning and Zoning Commission

3. Off-Street Loading – Generally.

A. Location. All required loading berths shall be located on the same zoning lot as the use served. All motor vehicle loading berths which abut a Residence District or an intervening alley separating a Residence District from a Commercial or Industrial District shall be completely screened by building walls, or by a uniformly painted solid fence, wall or door, or any combination thereof, not less than eight (8) feet in height. No permitted or required loading berth shall be located within 30 feet of the nearest point of intersection of any two (2) streets. No loading berth shall be located in a required front or side yard, and any loading berth located in a required rear yard may be open to the sky.

B. Size. Unless otherwise specified, a required off-street loading berth shall be at least 12 feet in width by at least 35 feet in length, exclusive of aisle and maneuvering space, and shall have a vertical clearance of at least 15 feet.

C. Access. Each required off-street loading berth shall be designed with appropriate means of vehicular access to a street or alley in a manner that will least

interfere with traffic movement, and shall be subject to approval by the Zoning Administrator.

D. Surfacing. All open off-street loading berths shall be surfaced with a dustless, all-weather material capable of carrying a wheel load of at least 4,000 pounds. The dustless, all-weather surface shall consist of Portland Cement Concrete (PCC), Asphalt Cement Concrete (ACC) or ACC millings.

E. Utilization. Space allocated to any off-street loading use shall not, while so allocated, be used to satisfy the space requirements for any off-street parking facilities or portions thereof.

4. Off-Street Loading – Specific Requirements.

A. Commercial Districts. Off-street loading spaces accessory to uses permitted in the several Commercial Districts shall be provided in accordance with the following minimum requirements:

(1) Loading facilities shall be provided in accordance with the following schedule:

Gross Floor Area of Establishments in Thousands of Square feet	Required Number and Size of Berths
7 to 20	1 (12 feet x 35 feet)
21 to 35	2 (12 feet x 35 feet each)
36 to 60	2 (12 feet x 55 feet each)
61 to 100	3 (12 feet x 55 feet each)

For each additional 200,000 square feet of gross floor area or fraction thereof, over 100,000 square feet of gross floor area, one additional loading berth shall be provided. Each berth shall be at least 12 feet in width by 55 feet in length.

A. Industrial Districts. Off-street loading facilities accessory to uses allowed in the several Industrial Districts shall be provided in accordance with the following minimum requirements:

(1) Loading facilities shall be provided in accordance with the following schedule:

Gross Floor Area of Establishments in Thousands of Square feet	Required Number and Size of Berths
7 to 10	1 (12 feet x 35 feet)
11 to 24	2 (12 feet x 35 feet each)
25 to 40	2 (12 feet x 55 feet each)
41 to 100	3 (12 feet x 55 feet each)

For each additional 200,000 square feet of gross floor area or fraction thereof, over 100,000 square feet of gross floor area, one additional loading berth shall be provided. Such additional loading berth shall be at least 12 feet in width by 55 feet in length.

165.23 A-1 – AGRICULTURAL. This district is intended to preserve prime agriculture land for the continuation of agricultural uses, to limit new residential development and to provide for the preservation of farmsteads where conditions warrant. Uses permitted in this district are agriculturally oriented. Public utilities such as water and sewer are not normally available or provided due to accessibility and cost factors.

1. Permitted Principal Uses and Structures.
 - A. Single-family dwellings.
 - B. Parks and Open Areas
 - C. Agricultural and Farm Related Activities
 - D. Essential Public Services
2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use, as follows:
 - A. Accessory Dwelling Unit (Registration with City Required for use of property for a rental, and notification of an active rental with renter's contact information)
 - B. Agricultural and Farm Related Activities
 - C. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)
3. Special Uses. As approved by the Board of Adjustment.
4. Minimum Lot Areas and Width.

	Minimum Lot Area	Minimum Lot Width	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-family dwelling	20,000 sq. ft.	90 feet	35 feet	15 feet	35 feet	35 feet	Principal building 35 feet
Agricultural and Farm Related Activities	5 acres	200 feet	75 feet	50 feet	50 feet	50 feet	Principal building 35 feet
Accessory Dwelling Units (ADU)		90 feet	40 feet	15 feet	35 feet	35 feet	35 feet
Accessory Buildings			35 feet	7 feet	30 feet	7 feet	20 feet

Special uses	As specified by the Board of Adjustment
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5. All uses shall meet the parking, design and sign standards of this chapter.

165.24 R-1 – LOW DENSITY SINGLE-FAMILY RESIDENTIAL. This district is intended for single-family dwelling units designed to maintain, protect, and preserve low density on large lots in a quiet rural setting while permitting agricultural uses. Public utilities such as water and sewer are typically limited due to accessibility and cost factors but may be required or provided based on City policies and regulations.

1. Permitted Principal Uses and Structures.
 - A. Single-family dwellings.
 - B. Parks and Open Areas
 - C. Essential Public Services
2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use, as follows:
 - A. Accessory Dwelling Unit (Registration with City Required for use of property for a rental, and notification of an active rental with renter's contact information)
 - B. Agricultural and Farm Related Activities
 - C. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)
3. Special Uses. As approved by the Board of Adjustment.

Bulk Regulations: The following minimum requirements shall be observed in the R-1 District:

	Minimum Lot Area	Minimum Lot Width ³	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-family dwelling	20,000 sq. ft.	90 feet	35 feet	15 feet	35 feet	35 feet	Principal building 35 feet
Agricultural and Farm Related Activities	5 acres	200 feet	75 feet	50 feet	50 feet	50 feet	Principal building 35 feet
Religious institutions ²	40,000 sq. ft.	150 feet	40 feet	20 feet ¹	30 feet	50 feet	Principal building 35 feet

Accessory Dwelling Units (ADU)		90 feet	40 feet	15 feet	35 feet	35 feet	35 feet
Accessory Buildings			35 feet	7 feet	30 feet	7 feet	20 feet
Special uses	As specified by the Board of Adjustment						
1	Plus one foot for each two feet by which the building or structure height exceeds 20 feet.						
2	Additional Development Standards and Site Development Plan Requirements apply.						
3	Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius.						

4. Development Standards. The following minimum requirements shall be observed for Religious Institutions:

DEVELOPMENT STANDARDS	RELIGIOUS INSTITUTIONS
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%

5. Site Development Plan Requirements for Religious Institutions.
- A. In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:
- (1) Approximate number of patrons, daily and weekly services;
 - (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons);
 - (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat.
6. All uses shall meet the parking, design and sign standards of this chapter.

165.25 R-2 – MEDIUM DENSITY SINGLE-FAMILY RESIDENTIAL. This district is intended to preserve and uphold single family dwelling units in a medium density setting and require the provisions of urban facilities and services.

1. Permitted Principal Uses and Structures.
 - A. Single-family dwellings.
 - B. Parks and Open Areas
 - C. Essential Public Services

- D. All principal uses and structures as permitted in R-1.
- 2. Permitted Accessory Uses and Structures. All permitted accessory uses and structures as permitted in R-1.
 - A. Accessory Dwelling Unit (Registration with City Required for use of property for a rental, and notification of an active rental with renter's contact information)
 - B. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)
- 3. Special Uses. As approved by the Board of Adjustment.
- 4. Bulk Regulations: The following minimum requirements shall be observed in the R-2 District:

	Minimum Lot Area	Minimum Lot Width ¹	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-family dwelling	12,500 sq. ft.	90 feet	30 feet	10 feet	30 feet	30 feet	Principal building 35 feet
Accessory Dwelling Units (ADU)		90 feet	30 feet	10 feet	30 feet	30 feet	35 feet
Accessory Buildings			30 feet	7 feet	20 feet	7 feet	20 feet
Special Uses	As specified by the Board of Adjustment						
1. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius.							

- 5. All uses shall meet the parking, design and sign standards of this chapter.

165.26 R-3 DISTRICT – MEDIUM DENSITY TWO-FAMILY RESIDENTIAL. This district is intended to establish and preserve medium density areas for single- and two-family dwellings and require the provisions of urban facilities and services. This district would be free from other uses except those which are both compatible with and convenient to the residents of such a district.

- 1. Permitted Principal Uses and Structures.
 - A. Duplex
 - B. Patio Home
 - C. Parks and Open Areas
 - D. Essential Public Services
 - E. All principal uses and structures as permitted in R-2.
- 2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use.

- A. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the R-3 District:

	Minimum Lot Area	Minimum Lot Width¹	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-Family dwelling	7,000 square feet	65 feet	30 feet	10 feet	30 feet	25 feet	Principal building 35 feet
Duplex	6,250, square feet per dwelling unit	45 feet per dwelling unit	30 feet	10 feet except at common wall	30 feet	25 feet	Principal building 35 feet
Accessory Dwelling Units (ADU)		65 feet	30 feet	10 feet	30 feet	25 feet	35 feet
Accessory Buildings			30 feet	7 feet	20 feet	7 feet	20 feet
1. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius.							

5. Other Standards.

- A. Common wall must meet current codes adopted by the City.
- B. For Duplexes, zero lot lines may only occur in the vertical plane. Stacked units or zero lot lines in the horizontal plane are not allowed. Each unit must have a public, accessible entrance.
- C. No fence shall be allowed in the front yard.
- D. No on-street parking shall be allowed.
- E. No detached garages shall be allowed.
- F. Each principal building unit shall have separate City and private services and metering systems.
- G. There shall be at least one entrance per unit facing the street.
- H. All uses shall meet the parking, design and sign standards of this chapter.
- I. A site plan for all structures shall be submitted for approval prior to building permit issuance.

165.27 R-3A DISTRICT – MEDIUM DENSITY TWO-FAMILY RESIDENTIAL WITH ASSOCIATION. This district is intended to establish and preserve medium density areas for single- and two-family dwellings, with a homeowner's association, and require the provisions of urban facilities and services. This district would be free from other uses except those which are both compatible with and convenient to the residents of such a district.

The R-3A District is subject to the following regulations:

1. Permitted Principal Uses and Structures.

- A. Condominium
- B. Patio homes.
- C. Town homes
- D. Parks and Open Areas
- E. Essential Public Services
- F. All principal uses and structures as permitted in R-3.
- G. Laundromat – Located within Hub Activity Area
- H. Hub Activity Area uses may only be allowed for properties that are consistent with a City Council approved master plan accompanying a rezoning request. A Hub Activity Area means an area of concentrated commercial uses providing support services intended primarily to provide service and retail uses supportive of the surrounding businesses and their employees.

2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use.

- A. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)

3. Special Uses. As approved by the Board of Adjustment.

4. Bulk Regulations. The following minimum requirements shall be observed in the R-3A District:

Minimum Lot Area	Minimum Lot Area	Minimum Lot Width ¹	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-Family dwelling	7,000 square feet	65 feet	30 feet	10 feet	30 feet	25 feet	Principal building 35 feet
Two-Family Dwelling	6,250, square feet per dwelling unit	45 feet per dwelling unit	30 feet	10 feet except at common wall	30 feet	25 feet	Principal building 35 feet
Accessory Dwelling Units (ADU)		65 feet	30 feet	10 feet	30 feet	25 feet	35 feet
Accessory Buildings			30 feet	7 feet	20 feet	7 feet	20 feet

1. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius.

5. Other Standards.

- A. Common wall must meet current codes adopted by the City.
- B. For Condominiums, Patio homes and Town homes, zero lot lines may only occur in the vertical plane. Stacked units or zero lot lines in the horizontal plane are not allowed. Each unit must have a public, accessible entrance. Association agreements shall be created to provide for the maintenance and replacement of the commonly owned interior streets, public walks and grounds.
- C. No fence shall be allowed in the front yard.
- D. No on-street parking shall be allowed.
- E. No detached garages shall be allowed.
- F. Each principal building unit shall have separate City and private services and metering systems.
- G. There shall be at least one entrance per unit facing the street.
- H. All uses shall meet the parking, design and sign standards of this chapter.
- I. A site plan for all structures shall be submitted for approval prior to building permit issuance.
- J. A Development Agreement is required in accordance with Chapter 166 of this Code of Ordinances.

165.28 R-4 DISTRICT – HIGH DENSITY MULTIPLE-FAMILY RESIDENTIAL WITH ASSOCIATION. This district is intended to establish and preserve areas for high density residential development, with a homeowner's association and free from other uses, except those which are both compatible with and convenient to the residents of such a district. This district is designed to serve as a buffer between lower density residential districts and more intensive zoning districts such as commercial districts and would require the provisions of urban type facilities and services.

The R-4 District is subject to the following regulations:

1. Permitted Principal Uses and Structures.
 - A. Group Living
 - B. Multiple dwellings, including row dwellings, townhouses, condominiums, cooperative and apartments. Row dwellings, townhouses and condominiums are to consist of not more than four units in a continuous row per building.
 - C. Parks and Open Areas
 - D. Essential Public Services

- E. Religious Institutions
 - F. All principal uses and structures as permitted in R-3A.
 - G. Laundromat – Located within Hub Activity Area
 - H. Hub Activity Area uses may only be allowed for properties that are consistent with a City Council approved master plan accompanying a rezoning request. A Hub Activity Area means an area of concentrated commercial uses providing support services intended primarily to provide service and retail uses supportive of the surrounding businesses and their employees.
2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use.
- A. Short-Term Rental (Registration with City Required for use of property for short term rental, and notification of an active rental with renter's contact information)
3. Special Uses. As specified by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the R-4 District:

	Minimum Lot Area	Minimum Lot Width¹	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
Single-Family Dwelling	7,000 square feet	65 feet	30 feet	10 feet	30 feet	25 feet	Principal building 35 feet
Two-Family Dwelling	6,250, square feet per dwelling unit	45 feet per dwelling unit	30 feet	10 feet except at common wall	30 feet	25 feet	Principal building 35 feet
Multi-Family Dwelling	4,500 square feet per dwelling unit	45 feet per dwelling unit ²	30 feet	10 feet except at common wall	30 feet	25 feet	Principal building 45 feet
Accessory Dwelling Units (ADU)		65 feet	30 feet	10 feet	30 feet	25 feet	35 feet
Accessory Buildings			30 feet	7 feet	20 feet	7 feet	20 feet
1. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 2. Minimum Dwelling Unit width shall be the Minimum Lot Width, minus the Minimum Side Yards at common walls. i.e. middle unit with 2 common walls minimum width is 25ft							

5. Other Standards.
- A. Common wall must meet current codes adopted by the City.
 - B. For Duplexes, Condominiums, Patio homes, Row homes and Town homes, zero lot lines may only occur in the vertical plane. Stacked units or zero lot lines

in the horizontal plane are not allowed. Each unit must have a public, accessible entrance. Association agreements shall be created to provide for the maintenance and replacement of the commonly owned interior streets, public walks and grounds.

- C. No fence shall be allowed in the front yard.
- D. No on-street parking shall be allowed.
- E. No detached garages shall be allowed.
- F. Each principal building unit shall have separate City and private services and metering systems.
- G. There shall be at least one entrance per unit facing the street.
- H. All uses shall meet the parking, design and sign standards of this chapter.
- I. A site plan for all structures shall be submitted for approval prior to building permit issuance.
- J. A Development Agreement is required in accordance with Chapter 166 of this Code of Ordinances.

165.29 RMH – MOBILE HOME PARK RESIDENTIAL. This district is intended to accommodate mobile home parks in those areas of the City where such use will be compatible with existing and projected development or serve as a buffer between lower density residential districts and more intensive zoning districts such as commercial districts. A mobile home park area should be well served by adequate public utilities and services.

- 1. Permitted Principal Uses and Structures.
 - A. Single-family mobile homes.
 - B. Two-family mobile homes.
 - C. Storm shelters.
 - D. Neighborhood parks and playgrounds.
- 2. Permitted Accessory Uses and Structures.
 - A. Any use incidental to the primary use of the mobile home park such as a direct service facility building, park management building, maintenance building, community building, or uses of a similar nature.
 - B. One single-family dwelling subject to site and structure requirements for R-1 District.
- 3. Special Uses. The following special uses are permitted in the RMH District, subject to provisions of Section 165.07 of this chapter.
 - A. Day care centers or preschool facilities.

- B. Private, nonprofit recreational and social facilities such as swimming pools and tennis courts.
 - C. Laundry facilities.
 - D. Railroad, utility, and public uses.
 - E. Central semi-private water supply systems meeting Linn County Health Department requirements and as approved by the City Engineer for connection to the public system when available.
 - F. Central semi-private sewerage systems meeting Linn County Health Department requirements and as approved by the City Engineer for connection to the public system when available. No part of any treatment facility (structure or levee) shall be closer than two hundred (200) feet from any property line or road right-of-way.
 - G. Communication towers greater than 80 feet above ground level.
 - H. Similar and compatible uses to those allowed as principal permitted uses in this district. The use is not to be obnoxious, unhealthful or offensive by reason of the potential emission or transmission of noise, vibration, smoke, dust, glare, heat, odor, toxic or noxious matter.
4. Special Requirements. All mobile homes must be placed within a mobile home park. In addition, the following requirements must be met:
- A. The mobile home shall be located on and permanently attached to a cement slab or foundation which is a minimum length and width of the trailer itself.
 - B. Each mobile home shall be permanently connected to the City sanitary sewer and City water service in accordance with the ordinances, rules, requirements, and regulations of the City.
 - C. Each mobile home shall have separate and permanent connection to the electric service facilities in accordance with the ordinances, rules, requirements, and regulations of the City.
 - D. Each mobile home shall comply with all the sanitary and health laws, rules, regulations, and requirements of the State of Iowa, Linn County, and the City, and further comply with all additional applicable laws, rules, regulations, and requirements of the State of Iowa, Linn County, and the City.
 - E. No mobile home shall be located, occupied, or used as a temporary place of residence except in accordance with the provisions of this chapter.
 - F. Within each mobile home park, there shall be provisions made for a storm shelter which is based on FEMA standards. The shelter's capacity should exceed the number of residents living in the mobile home park.
 - G. Mobile Home Park development must meet the Robins Subdivision design standards as adopted by Resolution by the City of Robins. (Ordinance No. 1906, 7/1/19)

H. There shall be provided and maintained a minimum distance of 25 feet between mobile homes.

I. The minimum lot area for a mobile home may be reduced by an amount equal to an area included in common open space, not including land in individual lots, parking areas, or streets contiguous and immediately available to the individual lot or lots having reduced minimum areas, and, by means of location, size, shape, and landscaping, being designed primarily for the utilization and enjoyment of the inhabitants of the said contiguous lots. However, in no case shall an individual mobile home lot be reduced to an area less than 2,500 square feet.

J. The maximum overall density shall be eight mobile homes per acre of all land within the mobile home park. Recreational areas shall be provided at a rate of a minimum of 250 square feet for each additional lot. This amount of area shall be computed in addition to any common open space provided to offset lot size reduction and shall also comply with the provisions of Robins Code of Ordinances.

5. Minimum Lot Areas and Width.

	Minimum Lot Area	Minimum Lot Width
Mobile home park area	20 acres	300 feet
Single-family mobile home lot	4,000 sq. ft.	50 feet
Two-family mobile home lot	6,000 sq. ft.	50 feet
Accessory use lot area requirements shall be based on a prepared engineering plan submitted and approved by the Zoning Administrator. Special use lot area requirements shall be as determined by the Board of Adjustment.		

6. Minimum Yard Requirements

	Front Yard	Interior Side Yard	Corner Side Yard	Rear Yard
Mobile home park	50 feet	50 feet	50 feet	50 feet
Mobile home structure	15 feet	10 feet	15 feet	10 feet

7. Maximum Height. No principal use building or structure shall exceed 2½ stories or 35 feet, nor shall a mobile home exceed one story in height. No accessory use structure shall exceed 20 feet.

8. Minimum Off-Street Parking and Loading Space. Off-street parking and loading facilities shall be provided as required in Section 165.22 of this chapter.

9. Sign Regulations. All signage must meet the Sign Regulations described in Section 165.20 of this chapter.

10. Fence, Wall and Hedge Regulations. Non-agricultural fences, wall and hedges shall meet the regulations specified in Section 165.21 of this chapter.

11. Outdoor Lighting Regulations. All outdoor lighting shall conform to the regulations specified in Chapter 152 of this Code of Ordinances.

165.30 C-1 – CENTRAL COMMERCIAL BUSINESS DISTRICT. This district is intended to provide convenience shopping for persons residing in adjacent residential areas. This district is designed to provide uses of a retail and personal service nature that are especially suited and attractive to nearby residential areas, while minimizing the undesirable impact on the neighborhood that they serve. This district should be well served by adequate public utilities and services and abutting collector streets or intersections.

1. Permitted Principal Uses and Structures.
 - A. Group Living
 - B. Short Term Lodging
 - C. Office Use
 - D. Entertainment, Restaurant and Recreational Trade, except indoor gun or archery clubs and firing or shooting
 - E. Retail Sales and Services – General, except kennels and sign making.
 - F. Community Facilities
 - G. Child Day Care Facilities
 - H. Funeral Facilities
 - I. Medical Centers
 - J. Schools
 - K. Basic Utilities
 - L. Parks and Open Areas
 - M. Essential Public Services
 - N. Commercial Outdoor Recreation
 - O. Sports Practice Facilities
2. Permitted Accessory Uses and Structures.
 - A. Accessory uses and buildings incidental to and on the same lot as the principal use.
 - B. Dwelling units above a store or shop on the second floor.
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the C-1 District:

Minimum Lot Area	Minimum Lot Width²	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
3,000 square feet per unit	50 feet	25 feet	15 feet except at common wall ¹	25 feet	25 feet	Principal building 45 feet
1. Unless abutting a residential lot, then minimum side yard required is 25ft 2. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 3. All uses and buildings shall meet the yard requirements of the principal use.						

5. Development Standards. The following minimum requirements shall be observed in the C-1 District:

DEVELOPMENT STANDARDS	C-1 ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. depth with High Screen.
Maximum Impervious Surface Coverage	80%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	Yes
Outdoor Display Permitted	Yes
Outdoor Storage Permitted	No

6. Site Development Plan Requirements.
- A. In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:
- (1) Approximate number of employees;
 - (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons).
 - (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat; and
 - (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses.

- B. No Site Development Plan approval will be issued for any use in the C-1 District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state, and federal regulations.

165.31 C-1A – NEIGHBORHOOD COMMERCIAL BUSINESS DISTRICT. This district is intended for small areas in or near residential neighborhoods. The zone encourages the provision of small-scale retail and service use for nearby residents and operating during regular business hours. Uses are restricted in size to promote a local orientation and to limit adverse impacts on nearby residential areas. Development is intended to be pedestrian-oriented and compatible with the scale of surrounding residential areas. Parking areas are strictly regulated, to promote compatibility with the character of surrounding residential development and the intended pedestrian orientation of the uses.

1. Permitted Principal Uses and Structures.
 - A. Parks and Open Areas
 - B. Essential Public Services
 - C. All principal uses and structures as permitted in C-1, except Drive-up uses.
2. Permitted Accessory Uses and Structures.
 - D. All accessory uses and structures as permitted in C-1.
 - E. Dwelling units above a store or shop on the second floor.
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the C-1 District:

Minimum Lot Area	Minimum Lot Width ²	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
3,000 square feet per unit	50 feet	25 feet	15 feet except at	25 feet	25 feet	Principal building 35 feet

			common wall ¹			
<ol style="list-style-type: none"> 1. Unless abutting a residential lot, then minimum side yard required is 25ft 2. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 3. All uses and buildings shall meet the yard requirements of the principal use. 						

Neighborhood Commercial Business District (C-1A)
Zone Development Standards

DEVELOPMENT STANDARDS	C-1A ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen.
Maximum Impervious Surface Coverage	80%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	No

5. Site Development Plan Requirements.

A. In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

1. Approximate number of employees;
2. Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons).
3. Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat; and
4. Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses.

B. No Site Development Plan approval will be issued for any use in the C-1A District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and

value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state, and federal regulations.

165.32 C-2 – HIGHWAY COMMERCIAL DISTRICT. This district is intended to accommodate practically all-general business type uses and with particular provision for development of commercial uses that meet the needs of the traveling public. This district should be well served by adequate public utilities and services and abutting major collector street or highways and intersections thereof.

1. Permitted Principal Uses and Structures.
 - A. Kennels
 - B. Sign Making
 - C. Automotive and Marine Craft Trade.
 - D. Wholesale Trade, except wholesalers of: Alcoholic beverages, auto parts, building hardware, clothing, electronics, home furnishings and food.
 - E. Mini-warehousing and self-storage facilities.
 - F. Parks and Open Areas
 - G. Essential Public Services
 - H. Radio and Television Broadcast Facilities.
 - I. Personal Wireless Service Facilities.
 - J. Major Event Entertainment.
 - K. Vehicle Service Facilities.
 - L. All principal uses and structures as permitted in C-1.
2. Permitted Accessory Uses.
 - A. Accessory uses and buildings incidental to and on the same lot as the principal use.
3. Special Uses. The following special uses are permitted in the C-2 District:

- A. Indoor gun or archery clubs and firing or shooting ranges approved by the Robins Police Department. (Ordinance No. 1701, 5/15/17)
- B. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the C-2 District:

Minimum Lot Area	Minimum Lot Width ²	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
10,000 square feet	50 feet	25 feet	15 feet except at common wall ¹	25 feet	25 feet	Principal building 45 feet
1. Unless abutting a residential lot, then minimum side yard required is 25ft 2. Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 3. All uses and buildings shall meet the yard requirements of the principal use.						

5. Development Standards. The following minimum requirements shall be observed in the C-2 District:

DEVELOPMENT STANDARDS	C-2 ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen.
Maximum Impervious Surface Coverage	80%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	Yes
Outdoor Display Permitted	No
Outdoor Storage Permitted	Yes

6. Site Development Plan Requirements.
- A. In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:
- (1) Approximate number of employees;
 - (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons).
 - (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat; and

- (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses.

165.33 "PLI" PLANNED LIGHT INDUSTRIAL DISTRICT. This district is intended to accommodate industrial activities that do not create major nuisances from noise or odor with surrounding land uses. This district should be well served by adequate public utilities and services and abutting major collector street or highways and intersections.

1. Permitted Principal Uses and Structures.
 - A. Office Use
 - B. Agricultural and Farm Related Activities – limited to Landscaping Services
 - C. Industrial Service - limited to: printing, publishing, commercial art and reproduction services; and research and development laboratories
 - D. Basic Utilities
 - E. Parks and Open Areas
 - F. Essential Public Services
 - G. Sports Practice Facilities
2. Permitted Accessory Uses and Structures.
 - A. Accessory uses and buildings incidental to and on the same lot as the principal use.
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the PLI District:

Minimum Lot Area	Minimum Lot Width ³	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
1 Acre	100 feet	30 feet	15 feet ¹	30 feet	30 feet ²	Principal building 100 feet
<ol style="list-style-type: none"> 1 Except when adjacent to an R District, in which case minimum side yard shall be 50 feet. 2 Except when adjacent to an R District, in which case the minimum rear yard shall be 50 feet. 3 Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 4 All uses and buildings shall meet the yard requirements of the principal use. 						

5. Development Standards. The following minimum requirements shall be observed in the PLI District:

DEVELOPMENT STANDARDS	PLI ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	Yes

6. Site Development Plan Requirements.

A. In addition to Minor or Major Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (1) Approximate number of employees;
- (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons); and
- (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, or fumes, vibration, heat.
- (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses.

- B. No Site Development Plan approval will be issued for any use in the PLI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state and federal regulations.

165.34 PMI – PLANNED MEDIUM INDUSTRIAL. This district is intended to accommodate all types of industrial activities in areas that are relatively removed from residential and general commercial land uses. This district shall be well served by adequate public utilities and services and abutting major collector streets or highways and intersections.

1. Permitted Principal Uses and Structures.
 - A. Industrial Service
 - B. Manufacturing and Processing: all uses except concrete batching; and rock crushing and screening
 - C. Wholesale Trade
 - D. Warehouse and Freight Handling: all uses except:
 - (1) Weapons and ammunition storage
 - (2) Fireworks Storage and Sales
 - E. Parks and Open Areas
 - F. Essential Public Services
 - G. All other uses permitted under PLI.
2. Permitted Accessory Uses and Structures.
 - A. Accessory uses and buildings incidental to and on the same lot as the principal use.
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the PMI District:

Minimum Lot Area	Minimum Lot Width ³	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
1 Acre	100 feet	30 feet	15 feet ¹	30 feet	30 feet ²	Principal building 100 feet
<ol style="list-style-type: none"> 1 Except when adjacent to an R District, in which case minimum side yard shall be 50 feet. 2 Except when adjacent to an R District, in which case the minimum rear yard shall be 50 feet. 3 Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 4 All uses and buildings shall meet the yard requirements of the principal use. 						

5. Development Standards. The following minimum requirements shall be observed in the PMI District:

DEVELOPMENT STANDARDS	PMI ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with Industrial Screen
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	Yes

6. Site Development Plan Requirements.

A. In addition to Minor or Major Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (1) Approximate number of employees;
- (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons); and
- (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, or fumes, vibration, heat.
- (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses

B. No Site Development Plan approval will be issued for any use in the PMI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state and federal regulations.

165.35 PHI PLANNED HEAVY INDUSTRIAL. This district is intended to accommodate all types of industrial activities in areas that are relatively removed from residential and general commercial land uses. This district shall be well served by adequate public utilities and services and abutting major collector streets or highways and intersections.

1. Permitted Principal Uses and Structures.
 - A. Resource Production and Extraction
 - B. Manufacturing and Processing
 - C. Parks and Open Areas
 - D. Essential Public Services
 - E. All other uses permitted under PMI
2. Permitted Accessory Uses and Structures.
 - A. Accessory uses and buildings incidental to and on the same lot as the principal use.
3. Special Uses. As approved by the Board of Adjustment.
 - A. Firework sales and storage
 - B. Weapons and ammunition storage
 - C. Explosives manufacture, storage, handling, sale or use inclusive of dynamite, ammunition, fireworks, and any materials used to manufacture explosives.
4. Bulk Regulations. The following minimum requirements shall be observed in the PHI District:

Minimum Lot Area	Minimum Lot Width ⁴	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
1 Acre	100 feet	40 feet	25 feet ¹	30 feet	30 feet ²	Principal building 100 feet
<ol style="list-style-type: none"> 1 Except when adjacent to an R or C District, in which case minimum side yard shall be 50 feet. 2 Except when adjacent to an R or C District, in which case the minimum rear yard shall be 50 feet. 3 Except when fronting a street forming the boundary between an I district and R or C district, in which case the minimum front yard shall be 60 feet. 4 Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius. 5 All uses and buildings shall meet the yard requirements of the principal use. 						

5. Development Standards. The following minimum requirements shall be observed in the PHI District:

DEVELOPMENT STANDARDS	PHI ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Outdoor Display Permitted	No
Outdoor Storage Permitted	Yes

6. Site Development Plan Requirements.

A. In addition to Minor or Major Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (1) Approximate number of employees;
- (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons); and
- (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, or fumes, vibration, heat.
- (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department, shall be sited away from residential uses.

165.36 P-1 – PUBLIC USE. This district is intended to preserve areas used by governmental agencies to provide public services and open spaces or recreational areas used by the general public.

1. Permitted Principal Uses and Structures.
 - A. Municipal, federal, state, or county buildings.
 - B. Parks and playgrounds.
 - C. Utilities and services such as electric, gas, telephone, cable, radio and television that are either franchised within the City or under legal contract with the City.
 - D. Cemeteries.
2. Permitted Accessory Uses and Structures. Accessory uses and buildings incidental to and on the same lot as the principal use.
3. Special Uses. Other public or private uses determined by the Board of Adjustment to be of the same general character as the uses permitted in subsection 1 and found not to

be obnoxious, unhealthful or offensive by reason of the potential emission or transmission of noise, vibration, smoke, dust, odors, toxic or noxious matter or glare or heat.

4. Minimum Lot Areas and Width. None.
5. Minimum Yard Requirements. In the P-1 district, each structure shall be set back not less than 15 feet from the front and any corner lot line.
6. Maximum Height. No principal use structure shall exceed 2½ stories or 35 feet in height. No accessory use structure shall exceed 2.0 feet.
7. Minimum Off-Street Parking and Loading Space. Off-street parking and loading facilities shall be provided in accordance with Section 165.22 of this chapter.
8. Sign Regulations. All signage must meet the Sign Regulations described in Section 165.20 of this chapter.
9. Fence, Wall and Hedge Regulations. Non-agricultural fences, wall and hedges shall meet the regulations specified in Section 165.21 of this chapter.
10. Outdoor Lighting Regulations. All outdoor lighting shall conform to the regulations specified in Chapter 152 of this Code of Ordinances.

165.37 “RI” RESEARCH PARK INNOVATION DISTRICT. This district is intended to provide areas for the development of office, research, service, production and assembly. It is designated to accommodate office buildings, similar structures and complementary uses in a mutually compatible environment

1. Permitted Principal Uses and Structures.
 - A. Office Uses
 - B. Retail Sales and Services – General – Located within the Hub Activity Area
 - C. Restaurant – Located within Hub Activity Area – no drive throughs
 - D. Recreation Trade – Within Hub Activity Area
 - E. Research and Development Facilities and Laboratories
 - F. Manufacturing and Processing - all uses except concrete batching and asphalt mixing; lumber and wood products manufacturing; manufactured homes and prefabricated structures manufacturing; printing and publishing; and rock crushing and screening
 - G. Parks and Open Areas
 - H. Essential Public Services
 - I. Child Day Care Facilities – Located within Hub Activity Area
 - J. Hub Activity Area uses may only be allowed for properties that are consistent with a City Council approved master plan accompanying a rezoning request. A Hub Activity Area means an area of concentrated commercial uses providing support

services intended primarily to provide service and retail uses supportive of the surrounding businesses and their employees.

2. Permitted Accessory Uses and Structures.

A. Accessory uses and buildings incidental to and on the same lot as the principal use.

3. Special Uses. As approved by the Board of Adjustment.

4. Bulk Regulations. The following minimum requirements shall be observed in the RI District:

Minimum Lot Area	Minimum Lot Width³	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
25,000 sf	100 feet	25 feet	15 feet ¹	25 feet	25 feet ²	Principal building 100 feet
<p>1 Except when adjacent to an R District, in which case minimum side yard shall be 50 feet.</p> <p>2 Except when adjacent to an R District, in which case the minimum rear yard shall be 50 feet.</p> <p>3 Minimum lot width shall be met at the Minimum Front Yard Setback for Irregular Lots on cul-de-sacs, courts or street centerline curves of less than three hundred (300) feet radius.</p> <p>4 All uses and buildings shall meet the yard requirements of the principal use.</p>						

5. Development Standards. The following minimum requirements shall be observed in the RI District:

DEVELOPMENT STANDARDS	RI ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen.
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Outdoor Display Permitted	No
Outdoor Storage Permitted-not between building and the street	No

6. Site Development Plan Requirements.

A. In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (1) Approximate number of employees;
- (2) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons);
- (3) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat; and
- (4) Uses with a substantial inventory of hazardous materials, as regulated by the Robins Fire Department.

B. No Site Development Plan approval will be issued for any use in the RI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state, and federal regulations.

165.38 “RL” ROBINS LANDING OVERLAY DISTRICT. This district is intended to provide guidance for the architectural and design requirements of the development of Robins Landing beyond the minimum requirements elsewhere in Chapter 165. In each case, the most restrictive provision of the Overlay or the underlying Base Zone shall apply.

1. Permitted Principal Uses and Structures.
 - A. As allowed in the Primary Zoning District
2. Permitted Accessory Uses and Structures.
 - A. As allowed in the Primary Zoning District
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the RL District:
 - A. As allowed in the Primary Zoning District
5. Development Standards. The following minimum requirements shall be observed in the RL District:

DEVELOPMENT STANDARDS	RL ZONE
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. width with High Screen
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	No

6. Design Guidelines

The goal is to create a development that acknowledges its natural surroundings, develops a human scale, and provides innovative contemporary architectural designs which harmonize with the environment, express individuality and promote worker health, wellness and productivity. Site Plan approvals must be found to conform to site development standards and the design guidelines. The design shall be reviewed by Planning and Zoning to promote consistency with the intent of the District and to adapt to individual site needs. The final decision with respect to the design acceptance rests with the City Council.

 - A. Site Design Guidelines
 - (1) Use site design to locate buildings and site improvement in manner that is supportive of the pedestrian environment.
 - (2) Coordinate building and parking in manner that is supportive of a transition to trails and pedestrian areas.
 - (3) Extend walkways to both public streets and trail system.
 - (4) Coordinate shared access points for lots to reduce driveway intersections along bike and pedestrian facilities.
 - (5) Locate support areas such as mechanical areas and storage areas away from pedestrian areas and behind the principal building.

B. Landscape Design Guidelines

- (1) Use landscape design to support sustainable site features, such as stormwater treatment and parking lot shading.
- (2) Locate landscape areas in a manner which is complementary to adjacent open space areas in types of vegetation and planting.
- (3) Incorporate vegetation that provides for screening of storage and equipment areas from trails and streets.
- (4) Use landscape design to enhance pedestrian environments with shading sidewalks and creating visual interest with art, trellis, gathering spaces, and interesting vegetation.

C. Architectural Design Guidelines

- (1) Building Location. All buildings with any building face adjoining Tower Terrace Road shall be constructed with the primary or front face of the building toward Tower Terrace Road.
- (2) Architectural Requirements. The desired architectural style or appearance is a distinctive style using clean or simple lines and features. Decorative and ornate architectural features generally not allowed. Individual building must comply with the architectural guidance standards.
 - (a) A minimum of 50% of front wall surface shall be brick, stucco, stone and/or architectural masonry.
 - (b) All other exterior wall surfaces shall be either vinyl, steel or fiber cement siding. Other materials as approved by Planning and Zoning.
 - (c) Gutters and downspouts shall match or blend with exterior materials.
 - (d) Window styles and patterns shall be consistent utilizing vinyl\steel clad windows or aluminum framing systems.
- (3) No temporary structures, trailers or storage garages are allowed unless a permanent facility is under construction within three (3) months of installation of temporary structure.

D. Conceptual Plan

- (1) Conceptual Plan Approval. The standards set forth for building location, architectural requirements and access management and control in the Robins Landing Overlay District are inherently discretionary. The final decision with respect to building location, architectural requirements and access management and control requirements in the RL District rests with the City Council. Any party considering a development with the RL District that would need to comply with any or all

of these standards is required to submit a Conceptual Plan for review and consideration by the City Council.

- (a) A Conceptual Plan must show the building layout including driveway and access. The Conceptual Plan must show an illustration of the architectural features of the building and identify proposed building materials. It is preferred, but not required, for the Conceptual Plan to illustrate the architectural style in color.
- (b) The Conceptual Plan must be sufficiently complete to allow the City to review and consider the issues of building location, architectural requirements and access. The Conceptual Plan is not required to meet additional standards set forth for a site plan.
- (c) The Conceptual Plan shall be submitted on drawings not larger than 11-inch by 17-inch.
- (d) The Conceptual Plan shall be submitted to the Zoning Administrator. 15 copies shall be provided to the Zoning Administrator.
- (e) The Zoning Administrator and Building Official shall review the Conceptual Plan within 30 days of receipt. Following completion of the review by the Zoning Administrator and Building Official, the Zoning Administrator may place the Conceptual Plan on the next agenda of the Planning and Zoning Commission, or return the Conceptual Plan to the Owner with comments.
- (f) The Planning and Zoning Commission shall consider the Conceptual Plan within 45 days after referral from the Zoning Administrator. Following review by the Planning and Zoning Commission, or the passage of 45 days without consideration by the Planning and Zoning Commission, the Conceptual Plan will be placed on the next available agenda of the City Council for consideration.
- (g) The City Council shall consider and take action on the Conceptual Plan within 45 days after referral from Planning and Zoning Commission. In the event the City Council takes no action within 45 days the Conceptual Plan shall be deemed to be denied, unless both parties mutually agree to an extension of the 45-day period.
- (h) A Site Plan for the proposed buildings set forth in an approved or conditionally approved Conceptual Plan must be initiated within 12 months following final action by the City Council to approve or conditionally approve the Conceptual Plan. The period of validity of a Conceptual Plan may be extended by the City Council.

E. Access Management and Control.

(1) No driveway access directly to Tower Terrace Road shall be permitted.

- F. A Development Agreement is required in accordance with Chapter 166 of this Code of Ordinances.

165.39 “FP” FLOOD PLAIN OVERLAY DISTRICT This district has been established to address developments which require special attention and treatment regardless of the underlying land use allowed and to alert developers to issues they need to address in preparing an application for development. This District includes lands subject to inundation as a result of a 100-year flood, i.e. a flood having a one percent chance of being equaled or exceeded in any given year. The Flood Plain Overlay District is superimposed over other districts and is intended to supplement one or more established Base Zones, in order to protect the environment and property in and around this district. In each case, the most restrictive provision of the Overlay or the underlying Base Zone shall apply. *Regulations which apply to the Flood Plain Overlay District are stated in Section 166.21 and Chapter 160 Flood Plain Regulations.*

1. Permitted Principal Uses and Structures.
 - A. As allowed in the Primary Zoning District
2. Permitted Accessory Uses and Structures.
 - A. As allowed in the Primary Zoning District
3. Special Uses. As approved by the Board of Adjustment.
4. Bulk Regulations. The following minimum requirements shall be observed in the RL District:
 - A. As allowed in the Primary Zoning District
5. Design Guidelines

This zone is intended to function as an "overlay" to the underlying Base Zones, in addition to all the use, yard, bulk and other requirements of the applicable Base Zone. The location of FP Overlay District shall be shown on the Official Zoning Map. Any development on or proposed for lands within the jurisdiction of the City which is shown on the Official Zoning Map as being within the boundaries of the FP Overlay District are subject to the flood plain regulations of the City, *Chapter 160 of this Code.*

This zone is intended to supplement the City's floodplain regulations and to protect designated natural resource areas by using the natural resources inventory to identify and preserve natural resources including, but not limited to, wetlands, ponds, lakes and greenways for stream corridors and open spaces adjacent to environmentally sensitive areas.

- A. Designation of FP Overlay District

(1) Any area may be designated an FP Overlay District by ordinance of City Council, after the advice and recommendation of

the Planning and Zoning Commission, if the results of a scientific study of the area support the conclusion that the area so designated is especially sensitive to adverse public impact from development due to unique environmental circumstances.

- (2) The Planning and Zoning Commission may request studies in order to evaluate areas for environmental sensitivity as part of the continuing process of maintaining a current comprehensive land use plan for the City. Additionally, studies done by or for other governmental or private parties may be adopted for the purposes of this section.

B. Development Regulations

- (1) No subdivision containing land located in a floodway or a special flood hazard area shall be approved by the City without review/approval from the Department of Natural Resources.
- (2) No lot shall be located so as to include land located within a floodway or special flood hazard area unless the lot is of such size and shape that it will contain a buildable area not within the floodway or special flood hazard area, suitable for development as allowed by the zoning ordinance for the zone in which the lot is located.
- (3) Land located within a special flood hazard area or a floodway may be included with a plat as follows, subject to the approval of the City:
 - a. In Lot. Included within individual lots in the subdivision, subject to the limitations of this section.
 - b. Open Space. Reserved as open space for recreation use by all owners of lots in the subdivision, with an appropriate legal instrument, such as a Development Agreement, approved by the City, providing for its care and maintenance by such owners.
 - c. Public Space. If acceptable to the City, dedicated to the City as public open space for recreation or flood control purposes.
- (4) No Building/Zoning Permit shall be issued and no grading, excavation, construction or change in use shall occur in an area designated as the FP Overlay District except in accordance with the procedures set forth in Chapter 166 of this Code of Ordinances.
- (5) No structure, regardless of square footage, shall be constructed within the FP Overlay District unless the requirements of Chapter 160 of the Code of Ordinances is met.
- (6) Development within the Floodway

- a. Shall be in accordance with Chapter 160 of this Code of Ordinances.
 - b. Watercourse alterations or relocations (channel changes and modifications) are discouraged. Requirements of Chapter 160 of the Code of Ordinances must be met.
 - i. Provisions for bank stabilization or repair shall be included in a Development Agreement in the event channel migration threatens the stability, use and/or habitability of any permanent structure.
6. Enforcement. Development or other activities in conflict with Chapter 160 and Chapter 165 of this Code of Ordinances shall constitute the violation of this section for which any and all enforcement means and remedies established by law or zoning regulations may be invoked and instituted.

165.40 PUD - PLANNED UNIT DEVELOPMENT DISTRICT. The planned unit development (PUD) district is intended and designed to promote and encourage development or redevelopment of tracts of land on a planned, unified basis by allowing greater flexibility for those developments that propose a creative and innovative design whose layout is not achievable under the standards of other zoning districts. A planned unit development shall consist of an arrangement and selection of land uses in groupings that are organized and designed as an integrated unit rather than a collection of independent building and sites. The integrated design shall include a holistic presentation of elements such as building orientation and materials, utilities, parking areas, traffic and pedestrian circulation; landscaping and open spaces that satisfy the individual site needs while achieving greater value for the entire development area.

1. Criteria. The planned unit development district shall be reserved for only those developments, which meet one or more of the following criteria:
 - A. Developments that utilize varying land uses to provide a transition between disparate land uses and zoning, including but not limited to transitioning between single family residential areas and commercial districts.
 - B. Developments that provide for varying land uses to coexist within the same development so the demands of the population may be met by greater variety in type, design, and layout.
 - C. Developments which encourage a more efficient use of land through the incorporation of public/private spaces or uses which enhance the community at large.
 - D. Developments that provide both public and private open spaces that accent and enhance both the architectural and natural features of the development and provide for the protection and preservation of existing vegetative and water resources.

- E. Developments that present a common and unified theme through the use of architecturally compatible detailing to form a part of a larger composition rather than separate land uses designed in isolation of one another.
- 2. Process. Applications for amending the zoning of any parcel or parcels of land to PUD shall be in accordance with Section 116.11-2 of this chapter. The applicant shall cause the Ordinance amending the zoning to PUD to be recorded in Linn County, Iowa and shall provide a recorded copy of said Ordinance to the City Clerk of the City of Robins, Iowa.
- 3. Site Development Plan Required. A Site Development Plan in conformance with Section 165.11-2-E and 165.11-2-F is required to be submitted with each application for amending the zoning of any parcel or parcels of land to PUD.
 - A. The Site Development Plan shall be approved by Resolution of the City Council as soon as practical following passage of the Ordinance amending the zoning of any parcel or parcels of land to PUD. No further applications for development shall be approved or building permits issued until the Site Development Plan has been so approved.
 - B. Following approval by City Council, a certified copy of the Site Development Plan shall be kept on file in the office of the City Clerk.
 - C. The Site Development Plan shall be deemed to run with the land and be binding upon any and all owners of the PUD property unless an Amended Site Development Plan is approved by City Council or the zoning of the PUD property is amended such that it is no longer zoned as PUD.
 - D. The Site Development Plan may only be amended by Resolution of the City Council following a public hearing which shall be placed on the City Council's agenda. At least four (4) days' notice of the time and place of the Council's public hearing on the Site Development Plan amendment shall be published in a newspaper having general circulation in the City.
- 4. Permitted Principal Uses. Principal permitted uses for planned unit development zoned property shall consist of residential uses, neighborhood commercial uses and neighborhood office uses. Intended principal permitted uses shall be clearly specified on the approved Site Development Plan. If it is determined by the City Council that a proposed use is not compatible and consistent with the proposed planned unit development, the property owner shall have the right to appeal the decision to the board of adjustment pursuant to the regulations and requirements as expressed in Section 165.06 of this chapter.
 - A. "Residential uses" shall be defined as single-family dwellings, two-family dwellings, attached row house dwellings, multiple-family residential, assisted and independent living facilities and nursing homes.
 - B. "Neighborhood commercial uses" shall be defined as those uses which normally and customarily service the surrounding residential properties. Neighborhood commercial uses shall include, but not be limited to, dry cleaners, delis, coffee shops, markets, convenience stores, and small retail establishments.

- C. "Neighborhood office uses" shall be defined as those office uses which normally and customarily service the surrounding residential properties. Neighborhood commercial uses shall include, but not be limited to, small medical clinics, veterinarians, and banks.
5. Permitted Accessory Uses and Structures.
- A. Accessory structures for single-family dwellings may be constructed in the PUD district as provided in Section 165.24.
- B. Accessory structures for two-family dwellings and attached row house dwellings may be constructed in the PUD district as provided in Section 165.26.
- C. Accessory structures for multiple-family residential, assisted and independent living facilities, nursing homes, neighborhood commercial uses, and neighborhood office uses shall be permitted only as specified on the approved Site Development Plan.
6. Size Regulations. Maximum densities and/or maximum number of dwelling units, minimum lot areas and width, minimum yard requirements, maximum height of the building(s), and bulk limitations for the maximum floor area ratio shall be clearly specified on the Site Development Plan and in the Ordinance amending the zoning of the property to PUD.
7. Transitional Yards, Buffers and Open Space.
- A. Where appropriate between varying uses, transitional yard requirements around the perimeter of the PUD property and between varying uses within the PUD property shall be shown on the Site Development Plan in locations and widths as required by City Council.
- B. Evergreen trees, deciduous trees, landscaping, fences, and/or berms may be required by City Council as a buffer on the perimeter of the PUD to benefit neighboring uses that abut the PUD or buffer(s) inside the PUD area between disparate uses included in the PUD, after considering the compatibility of differing uses with respect to proximity, site design, building orientation, noise, topography, and similar factors.
- C. Open space requirements within a PUD may consist of both public and private landscape areas, natural areas, plazas and courtyards designed to enhance the architectural and natural features of the development.
8. Minimum Off-Street Parking and Loading Space. Adequate parking and loading shall be provided within the PUD based upon the proposed uses as required in Section 165.22 of this chapter unless otherwise specifically designated and approved on the Site Development Plan.
9. Sign Regulations. Signage within a PUD shall serve as a unifying element while creating measured and consistent identification of the various land uses within the planned unit development. All signage must meet the Sign Regulations described in

Section 165.20 of this chapter unless otherwise specifically designated and approved on the Site Development Plan.

10. Fence, Wall and Hedge Regulations. Non-agricultural fences, walls and hedges shall meet the regulations specified in Section 165.21 of this chapter unless otherwise specifically designated and approved on the Site Development Plan.
11. Outdoor Lighting Regulations. All outdoor lighting shall conform to the regulations specified in Chapter 152 of the Code of Ordinances unless otherwise specifically designated and approved on the Site Development Plan.
12. Architectural Requirements. Buildings within a PUD shall be designed to be architecturally compatible with each other and should be seen as a larger composition as opposed to individual buildings. Buildings shall be designed to promote quality architecture and design elements along all four (4) building elevations. The use of colors, materials, facade projections and recesses, articulated rooflines, enhanced entrances, lighting, windows and/or awnings should be used to make the development architecturally compatible as a whole.

SECTION 2. Repealer. All Ordinances or parts thereof in conflict with the provisions of the Ordinance are repealed.

SECTION 3. Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. This Ordinance shall be in full force and effect after its passage and publication as by law provided.

Passed and approved this 3rd day of November, 2025.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer