



NOTICE OF MEETING

Robins Planning & Zoning Commission

Wednesday, August 12th, 2026

5:30 p.m.

Robins City Hall

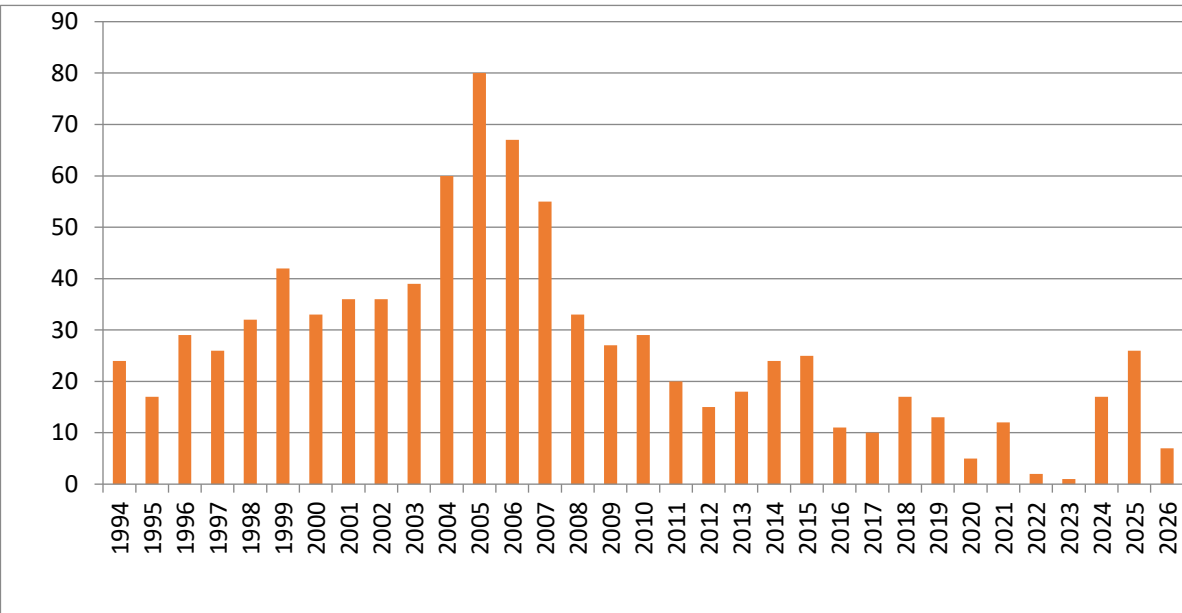
Agenda

1. Call the meeting to order
2. Roll Call of the Commission Members
3. Chairperson and Zoning Administrator Reports
4. Approval of the Agenda
5. Approval of the July 8th, 2026 Meeting Minutes
6. Discussion: Robins Landing Overlay District Updates
7. Discussion: Building height definition in “R” occupancies
8. Discussion: Parkland Dedication Fees
9. Motion to Adjourn

Planning and Zoning

July Building permits

2026 Permits Issued	
January	0
February	1
March	3
April	1
May	1
June	3
July	1
August	
September	
October	
November	
December	
Total	10



07/01/2026

26-000154

(R) New Building Permit

(R) New
Single Family
Dwelling
w/Finished
Basement

865 Morrison Dr



CITY OF ROBINS
PLANNING & ZONING COMMISSION MEETING MINUTES
Wednesday, July 12, 2026 – 5:30 P.M.
Robins City Hall

1. CALL TO ORDER

Vice Chairperson Matt Mitzel called the meeting to order at 5:32 p.m.

2. ROLL CALL OF COMMISSION MEMBERS

Present: Matt Mitzel, AJ Hester, Todd Roberts, Jay Goodin & Gary Petersen

Absent: Tim O'Hara & CJ McDonald

Also Present: Vance McKinnon, Planning & Zoning Administrator & Lisa Goodin, City Clerk/Treasurer

3. CHAIRPERSON AND ZONING ADMINISTRATOR REPORTS

No reports

4. APPROVAL OF THE AGENDA

Motion by Todd Roberts, seconded by AJ Hester, to approve the agenda as presented.

Ayes: Mitzel, Hester, Roberts, Goodin, Petersen

Nays: None

Motion carried.

5. APPROVAL OF THE JULY 8, 2026 MEETING MINUTES

Motion by Jay Goodin, seconded by Todd Roberts, to approve the April 8, 2026 meeting minutes.

Ayes: Mitzel, Hester, Roberts, Goodin, Petersen

Nays: None

Motion carried.

6. DISCUSSION: Building Height Definition in "R" occupancies

Planning & Zoning Administrator Vance McKinnon provided background regarding the recent Hindu Temple variance request and explained the need to further define building height regulations within Chapter 165 for residential zoning districts. He stated that staff had reviewed the International Zoning Code for guidance and was considering language addressing appurtenance heights. Commissioner Jay Goodin questioned whether churches should be treated differently than other uses because religious institutions are not regulated under zoning in the traditional manner. Mr. McKinnon responded that staff was evaluating language from the International Zoning Code that addresses appurtenance heights. Commissioner Goodin also questioned the definition of "non-occupiable space," and Mr. McKinnon clarified the intent of that terminology. Following the explanation, Commissioner Goodin expressed a preference for the International Zoning Code language presented by staff. Commissioner Matt Mitzel asked whether Chapter 165 should include additional provisions requiring engineering for structures exceeding certain heights. City Clerk Lisa Goodin noted that engineering requirements are already addressed within the Building Code. Commissioner Mitzel commented that he would not want to relax zoning regulations in a manner that could create future issues.

Commissioner Goodin stated that if churches continue to be permitted within the R-4 zoning district, the allowable building height should be specifically addressed within the Bulk Regulations Matrix. Mr. McKinnon recommended



maintaining the current 35-foot building height limitation in the R-4 District while addressing church height allowances through footnotes. Commissioner Todd Roberts asked how height restrictions would be applied consistently across all zoning districts. Commissioner Goodin further questioned whether the City's current interpretation would allow a dome to be constructed above a single-family residence. Mr. McKinnon confirmed that it would. Mr. McKinnon concluded the discussion by requesting that Commission members carefully review Chapter 165 and identify additional provisions that may require clarification or more detailed language.

12. ADJOURNMENT

Motion by Todd Roberts, seconded by Jay Goodin, to adjourn the meeting.

Ayes: Mitzel, Hester, Roberts, Goodin, Petersen

Nays: None

Motion carried.

Meeting adjourned at 6:09 p.m.

Respectfully submitted,

Lisa Goodin

City Clerk/Treasurer

Timothy M. O'Hara, Chairperson

Vance McKinnon, III, Zoning Administrator

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.

165.30 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 Width ²	Minimum Front Yard	Minimum Side Yard	Corner Side Yard	Minimum Rear Yard	Maximum Height
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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.

165.33 "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
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.

A. 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.

RESTAURANT / BAR

ROBINS LANDING



City of Robins

Robins Landing Developer Design Guide



319-393-0588



zoning.administrator@cityofrobins.org



265 S. 2nd St. Robins, IA 52328

Welcome

Thank you for considering an investment in Robins Landing.

The Robins Landing Overlay District was created to encourage high-quality commercial and mixed-use development that reflects the City's vision for the Tower Terrace Road corridor. This guide summarizes the City's design expectations and review process to help developers prepare successful projects.

Please note: This guide is intended as a quick reference only. The Robins Landing Overlay District, underlying zoning district, Development Agreement, and applicable City ordinances govern all development approvals.

Development Process



Before You Design...



SITE PLANNING

Building Placement



- BUILDINGS FRONT TOWER TERRACE ROAD
- BUILDINGS EMPHASIZE PEDESTRIAN ACCESS
- PARKING LOCATED BESIDE OR BEHIND BUILDINGS
- SERVICE AREAS SCREENED FROM VIEW

Pedestrian Environment



- SIDEWALK CONNECTIONS PROVIDED
- TRAIL CONNECTIONS INCORPORATED
- SAFE PEDESTRIAN CIRCULATION
- ATTRACTIVE WALKWAYS BETWEEN PARKING AND ENTRANCE

Access & Circulation



- NO DIRECT ACCESS TO TOWER TERRACE ROAD
- SHARED DRIVEWAYS WHERE POSSIBLE
- INTERNAL CIRCULATION MINIMIZES CONFLICTS

Landscaping



- MINIMUM 20% LANDSCAPED AREA
- PARKING LOT LANDSCAPING
- RESIDENTIAL BUFFERS
- STORMWATER-FRIENDLY LANDSCAPING & DECORATIVE PLANTING BEDS

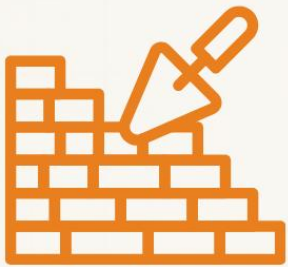
BUILDING DESIGN

Architecture



- **CONTEMPORARY ARCHITECTURE**
- **HIGH-QUALITY MATERIALS**
- **DURABLE CONSTRUCTION**
- **ATTRACTIVE STREET-FACING FAÇADE**

Exterior Materials



- **FRONT FAÇADE: MINIMUM 50% BRICK, STONE, STUCCO, OR ARCHITECTURAL MASONRY**
- **REMAINING ELEVATIONS:**
 - **FIBER CEMENT**
 - **VINYL SIDING (WHERE PERMITTED)**
 - **STEEL SIDING**
 - **OTHER APPROVED MATERIALS**

Architectural Details



- **COORDINATED WINDOWS**
- **MATCHING GUTTERS AND TRIM**
- **CONSISTENT ROOF DETAILING**
- **SCREENING OF ROOFTOP/MECHANICAL EQUIPMENT**

Not Permitted



- **DRIVE-THROUGH FACILITIES**
- **OUTDOOR STORAGE**
- **OUTDOOR DISPLAY**
- **TEMPORARY STRUCTURES (EXCEPT AS ALLOWED DURING CONSTRUCTION)**

Afternoon All,

We appreciate the City's willingness to work with us on this project. As we continue evaluating the development, we have identified several items that present challenges to making the project financially and functionally feasible.

1. Building Materials and Architectural Standards

Our intent is to construct all of the buildings within this development as pre-engineered metal buildings. This construction method provides significant cost savings, shorter construction schedules, and long-term durability for the type of businesses we are targeting.

However, several of the current architectural requirements create challenges:

- **Masonry Construction** – Pre-engineered buildings naturally experience movement and expansion. Extensive masonry veneers are generally not an ideal exterior finish for these structures because differential movement can lead to maintenance concerns over time.
- **Stucco / EIFS** – While these systems can provide an attractive appearance, they have a well-documented history of moisture-related failures when not perfectly maintained. In addition, many insurance carriers view buildings with significant EIFS more cautiously, which can increase insurance costs and limit carrier options.

To accomplish the City's desired architectural appearance while maintaining practical construction methods, we would ask the city to consider allowing the following alternatives:

- **Tilt-up precast concrete panels** as an approved alternative to masonry.
- **High-quality architectural metal panel systems or decorative composite siding with concealed fasteners** in place of traditional masonry.

These products provide an attractive, modern appearance while offering excellent durability, lower maintenance costs, and compatibility with pre-engineered building systems. We have included several examples of attractive commercial and industrial buildings utilizing these materials. Below are a few photos of buildings that nice looking but don't have masonry.





2. Zoning and Permitted Uses

If the City's objective is to attract high-quality employers and successfully compete for RISE Grant funding, we believe the list of permitted uses should be expanded to include additional employment-generating businesses.

For example:

- **Crystal Group** combines research and development, corporate offices, engineering, and light manufacturing within a single facility.
- **Hawkeye Electric** employs highly skilled, well-paid workers and operates a combination of office, warehouse, and light fabrication space.

Under the current zoning regulations, businesses of this nature would likely not be permitted, despite providing exactly the type of quality employment opportunities many communities seek to attract. We respectfully request that the permitted uses be expanded to include:

- Limited wholesale operations.
- Light manufacturing.
- Light assembly and fabrication.
- Research and development facilities.

- Technology and engineering operations.
- Corporate offices integrated with warehouse or production space.

We are **not** requesting that heavy industrial users such as ADM, Penford, or Quaker Oats be permitted. Rather, we are seeking flexibility for clean, modern employers whose operations are compatible with a high-quality business park.

Ultimately, we believe the City's primary focus should be ensuring that the development presents an attractive, high-quality appearance through architectural standards, landscaping, signage, and site design. Businesses such as Crystal Group and Hawkeye Electric demonstrate that modern manufacturing and technology companies can operate within beautiful facilities that enhance the community while creating high-paying jobs and expanding the local tax base.

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
 Commercial Condos
 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

Thanks,

Jeff Driscoll

Director

PO Box 25 | Hiawatha, IA 52233

Cell: (319) 560.6408



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Afternoon All,

As we continue evaluating the proposed development, we have identified several items that could impact the project's feasibility and long-term marketability. We respectfully request that the City consider additional flexibility in the following areas:

1. Drive-Through Facilities

Allowing drive-throughs would significantly broaden the range of businesses that could successfully locate within the development, including restaurants, coffee shops, pharmacies, banks, and other service-oriented users.

2. Loading Docks for Grocery Stores

If grocery stores are considered a permitted use, we would appreciate clarification on whether loading and delivery docks would also be permitted. A functional loading area is essential to grocery operations and should be accommodated within the development standards.

3. Minimum Green Space Requirement

We request consideration of reducing the minimum green space requirement to less than 20%. This would provide greater flexibility in site planning while still maintaining attractive landscaping and quality open space throughout the development.

4. Multi-Family Development and Building Height

We request consideration of expanding the areas where multi-family residential development is permitted and allowing additional building height beyond the current maximum where appropriate. Increased building height can make higher-density residential projects more economically feasible while preserving more open space, supporting mixed-use development, and creating a more efficient use of land.

We appreciate your consideration of these items and look forward to discussing them further. We believe these adjustments would provide greater flexibility while still achieving the City's vision for a high-quality development.

Thanks,

Jeff Driscoll

Director

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