



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

1. CALL TO ORDER

Chairperson Tim O'Hara called the meeting of the Robins Planning & Zoning Commission to order at **5:30 p.m.**.

2. ROLL CALL OF COMMISSION MEMBERS

Present: Matt Mitzel, AJ Hester, Gary Petersen & Tim O'Hara. CJ McDonald joined the meeting at 5:38 p.m.

Absent: Todd Roberts & Jay Goodin

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 AJ Hester, seconded by Matt Mitzel, to approve the agenda as presented.

Ayes: Mitzel, Hester, O'Hara, Petersen

Nays: None

Motion carried.

5. APPROVAL OF THE JULY 8, 2026 MEETING MINUTES

Motion by Matt Mitzel, seconded by AJ Hester, to approve the July 8, 2026 meeting minutes.

Ayes: Mitzel, Hester, Petersen, O'Hara

Nays: None

Motion carried.

6. DISCUSSION: ROBINS LANDING OVERLAY DISTRICT UPDATES

The Commission discussed potential updates to the Robins Landing Overlay District. Zoning Administrator Vance McKinnon proposed a change to the Overlay District to allow drive-through businesses. Traffic impacts were identified as a concern. Gary Petersen noted the need to research the permitted uses within the C-1 zoning district as they relate to drive-through businesses and pointed out that the Overlay District is already in place. Matt Mitzel questioned whether proposed developments involving drive-through businesses would be subject to review and approval by the City Engineer with respect to traffic flow and viability. Chairperson Tim O'Hara noted that consideration should also be given to loading docks for potential future grocery stores. CJ McDonald supported this consideration. Gary Petersen questioned whether, if a developer is requesting changes, the Overlay District or the underlying zoning district should be amended. Mr. McKinnon explained that the Overlay District would be the appropriate focus because it is the more restrictive of the two regulations. Mr. Mitzel indicated that he could support allowing drive-through businesses within the district provided they are limited to the C-1 zoning district and are not permitted within PLI zoning.

Chairperson O'Hara questioned the reasoning behind the existing **20% permeable surface requirement**. Mr. McKinnon agreed to investigate requirements in other jurisdictions for comparison.

Mr. McKinnon also questioned whether the timeline for conceptual plan approval could be shortened.



The Commission discussed architectural requirements, including the requirement for architectural masonry. CJ McDonald questioned whether the language could be revised to achieve the intended appearance while reducing costs to developers.

Direction / Follow-Up:

- Research traffic concerns associated with drive-through businesses.
- Confirm the architectural products used by the City of Hiawatha on the south side of Tower Terrace Road.
- Draft clarification of the 50% masonry requirement, calculated net of glazing.
- Research alternatives to architectural masonry requirements.
- Research requirements for loading docks.

7. DISCUSSION: BUILDING HEIGHT DEFINITION IN “R” OCCUPANCIES

The Commission considered the discussion regarding the definition of building height in “R” occupancies.

A motion was made by **CJ McDonald**, seconded by **Matt Mitzel**, to table the matter.

Vote: 5 Ayes; 0 Nays. **Motion carried.**

8. DISCUSSION: PARKLAND DEDICATION FEES

The Commission considered the discussion regarding parkland dedication fees.

A motion was made by **CJ McDonald**, seconded by **AJ Hester**, to table the matter.

Vote: 5 Ayes; 0 Nays. **Motion carried.**

9. ADJOURNMENT

A motion was made by **CJ McDonald**, seconded by **Gary Petersen**, to adjourn the meeting.

Vote: 5 Ayes; 0 Nays. **Motion carried.**

The meeting was adjourned at **6:34 p.m.**

Respectfully submitted,

Lisa Goodin

City Clerk/Treasurer

Timothy M. O’Hara, Chairperson

Vance McKinnon, III, Zoning Administrator