CITY OF ROBINS
PLANNING & ZONING COMMISSION MEETING MINUTES
Wednesday, October 14, 2026 – 5:30 P.M.
Robins City Hall

1. CALL TO ORDER
Chairperson Tim O'Hara called the Planning & Zoning Commission meeting to order at 6:00 p.m. on Wednesday, October 14, 2026, at Robins City Hall.

---

2. ROLL CALL OF COMMISSION MEMBERS
Roll call was taken. Commission members present were Tim O'Hara, Chairperson; Matt Mitzel, Vice Chairperson; Gary Petersen; AJ Hester; Todd Roberts; Jay Goodin; and CJ McDonald.

Staff present were Vance McKinnon, Zoning Administrator, and Lisa Goodin, City Clerk. Kelli Scott, City Engineer, was absent. Also present were Steve Scott, surveyor for Sandridge Estates, and Ken Paxton, REDI Economic Development Director.

---

3. CHAIRPERSON AND ZONING ADMINISTRATOR REPORTS
Vance McKinnon reported that Matt Mitzel and Jay Goodin had agreed to serve on the Comprehensive Plan Steering Committee. The committee was expected to begin meeting in the following month and undertake a year-long process.

---

4. APPROVAL OF THE AGENDA
Matt Mitzel moved to approve the agenda, and AJ Hester seconded the motion. Motion carried on a roll-call vote of 7-0.

---

5. APPROVAL OF THE JULY 8, 2026 MEETING MINUTES
Jay Goodin moved to approve the September 9, 2026 meeting minutes, and Todd Roberts seconded the motion. Motion carried on a roll-call vote of 7-0.

---

6. Resolution No. 2026-7 – Approving Sandridge Estates Second Addition Final Plat
Steve Scott, surveyor for Sandridge Estates, addressed the Commission and explained that the final plat would re-plat four lots—Lots 8, 9, 10, and 11—into three larger lots identified as Lots 8, 10, and 11.

Matt Mitzel asked whether there would be any changes to the drainage easement; the response was no. Jay Goodin asked whether there were any major changes, and the response was no. Goodin also asked whether Lot 12 was included in the final plat. It was explained that Lot 12 was a remnant of the First Addition.

Todd Roberts moved to approve Resolution No. 2026-7, and CJ McDonald seconded the motion. Motion carried on a roll-call vote of 7-0.

7. Resolution No. 2026-8 – Recommending Approval of Ordinance 2616
The Commission considered Resolution No. 2026-8, recommending approval to the City Council of an ordinance amending Chapter 166, Subdivision Regulations, Section 33, Park and School Reservations, of the Robins Municipal Code.
Matt Mitzel asked about the principal change. Lisa Goodin and Vance McKinnon explained that the updated language provides calculations for determining a fee in lieu of land dedication. It was noted that the numbering in the ordinance

needed correction. Gary Petersen asked whether the current ordinance established a fee for parkland dedication. Staff explained that the existing ordinance provided the option of a fee but did not include the calculations. The Commission reviewed the current ordinance for comparison.

Mitzel commented on the fairness of the proposed fee structure. Jay Goodin asked who at the City would approve payment of a fee in lieu of land dedication; it was explained that City staff and the Planning & Zoning Commission would do so as provided in the ordinance. CJ McDonald interpreted the ordinance as establishing land dedication as the default, with a fee in lieu as an option. McKinnon identified the "Determination of Fees in Lieu of Dedication Criteria" section.

Petersen noted that the Comprehensive Plan could identify areas suitable for parkland. Jay Goodin emphasized that the City should retain the final decision on whether land dedication or a fee would be required, and McDonald stated that the ordinance appeared to provide for that. Mitzel asked whether the 20,000-square-foot minimum parkland requirement could be prohibitive to development. Jay Goodin referred the Commission to the "Exemptions and Credits" section.

CJ McDonald moved to approve Resolution No. 2026-8, and Jay Goodin seconded the motion. The motion was approved by a 7–0 roll-call vote, with all seven Commission members voting aye.

8. Resolution No. 2026-9 – Recommending Approval of Ordinance 2617
The Commission considered Resolution No. 2026-9, recommending approval to the City Council of an ordinance amending Chapter 166, Subdivision Regulations, Section 34, Landscaping, of the Robins Municipal Code.

Jay Goodin asked for background on the ordinance and the reasons for the proposed changes. Vance McKinnon and Lisa Goodin explained that the changes were intended to clean up and clarify the language. Todd Roberts asked what constituted a "large shrub." Tim O'Hara indicated he was not opposed to tabling the matter so questions could be answered by City Engineer Kelli Scott. Jay Goodin requested that the resolution be tabled to obtain additional context.

Jay Goodin moved to table Resolution No. 2026-9, and CJ McDonald seconded the motion. The motion to table was approved by a 7–0 roll-call vote, with all seven Commission members voting aye.

9. Discussion of Possible Amendments to the Robins Landing Overlay District
The Commission discussed requests from developers concerning possible amendments to the Robins Landing Overlay District.

Robins Landing C-1 requests. The Commission was generally receptive to allowing drive-through facilities and loading docks for grocery stores. Gary Petersen recommended flexibility for both requests. Regarding a possible reduction of the minimum green-space requirement below 20 percent, Jay Goodin said he could support considering a reduction on a site-specific basis but was not comfortable changing the requirement for all C-1 properties. Todd Roberts did not recall the issue having been brought to the Commission previously. Petersen noted that the developer had not requested a specific reduction and therefore did not support changing the requirement without a more specific proposal. On the request to allow taller buildings for multifamily housing, Petersen stated that he did not believe buildings taller than three stories were needed. McKinnon summarized the Commission's general position as favorable to the first two requests, but not the third and fourth.

Robins Landing PLI requests. McKinnon reported that the developer objected to the masonry requirement in the Robins Landing Overlay District. Jay Goodin did not consider the existing requirement overly burdensome and stated that a

precast masonry veneer should be feasible for pre-engineered steel buildings. He suggested adding language requiring at least 50 percent of the building's front face to consist of a natural-looking material and expressed opposition to tilt-up concrete panels as an option. McKinnon stated that the 50 percent requirement should be exclusive of glass. O'Hara suggested including language describing the desired appearance of buildings. Petersen encouraged flexibility regarding exterior cladding, noted that he felt buildings on the south side of Tower Terrace Road were attractive, and raised concerns about maintenance of exterior brick cladding. Roberts asked staff to review Hiawatha's cladding requirements and consider similar language. Jay Goodin said the existing language was acceptable and suggested adding metal panel systems to the ordinance.

Regarding a request to add principal uses to the PLI district, Petersen observed that the developer had not made specific requests and that vague requests made ordinance changes difficult to evaluate. McKinnon stated that the developer was willing to attend the next meeting to discuss the matter.

10. Reschedule November Meeting
The Commission agreed to move the November meeting to November 4, 2026, at 5:30 p.m.

ADJOURNMENT
Todd Roberts moved to adjourn the meeting, and Jay Goodin seconded the motion. The motion was approved 7–0. The meeting adjourned at 6:58 p.m.

Respectfully submitted,
Lisa Goodin
City Clerk/Treasurer

These minutes are subject to review and approval by the Planning & Zoning Commission.

Timothy M. O'Hara, Chairperson

Vance McKinnon, III, Zoning Administrator