NOTICE OF MEETING

Robins Planning & Zoning Commission
Wednesday, November 4th, 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 October 14th, 2026 Meeting Minutes
6. Resolution No. 2026-9 Recommending Approval of Ordinance 2617 – Amending Ch. 166 – Subdivision Regulations, Section 34 – Landscaping of the Robins Municipal Code to the Robins City Council
7. Discussion of possible amendments to the Robins Landing Overlay District
8. Motion to Adjourn

Zoning Administrator report for October

Our October meeting was another busy meeting, we discussed the possible changes to Ordinance no. 2616 Park and School reservations. These changes were sent to the city council to discuss and possible passage of said ordinance.

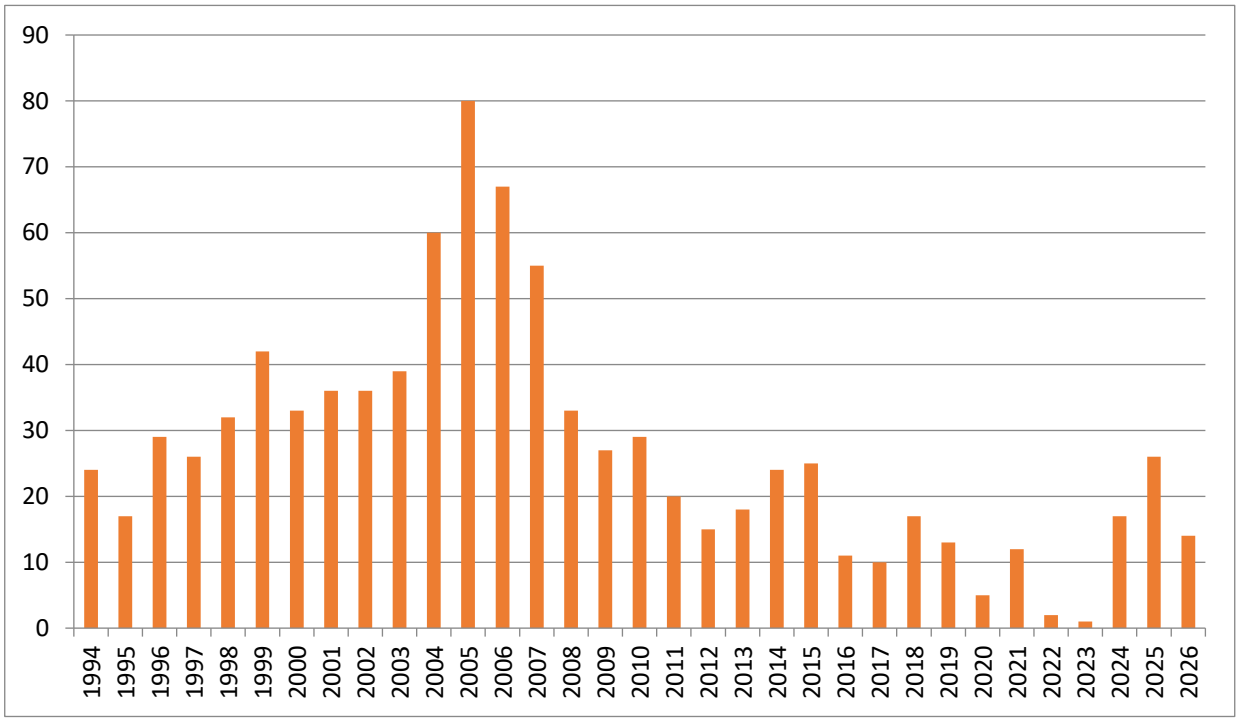
The second topic of discussion was the possible changes to the Robins Landing overlay district. Some changes will be made with further discussion to be had at the November P&Z meeting which has been changed to Wednesday November 4th. This change is due to our regular meeting falling on Veterans Day.

Two additional single family dwelling permits have come in to the building department, one in Robins landing and one on Dutch Dr.

Planning and Zoning

Building permits for October

2026 Permits Issued	
January	0
February	1
March	3
April	1
May	1
June	3
July	1
August	4
September	0
October	1
November	
December	
Total	15



10/20/2026	(R) New Building Permit	26-000296	(R) New Single-Family Home w/Finished Basement	550 Trailside Ct

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.

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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.

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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.

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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.

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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.

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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

CITY OF ROBINS, IOWA
PLANNING & ZONING COMMISSION

RESOLUTION NO. 2026-9

A RESOLUTION RECOMMENDING APPROVAL OF ORDINANCE NO. 2617, AN ORDINANCE AMENDING CHAPTER 166, SUBDIVISION REQUIREMENTS, OF THE ROBINS MUNICIPAL CODE

WHEREAS, the City of Robins, Iowa, has proposed Ordinance No. 2617 to amend Chapter 166, Subdivision Requirements, of the Robins Municipal Code, including revisions to the landscaping and screening standards in Section 166.34; and

WHEREAS, the proposed ordinance also addresses the definition of "Outdoor storage" in Chapter 165 and adds the same definition to Chapter 166; and

WHEREAS, the Planning & Zoning Commission has reviewed the proposed ordinance and considered its provisions concerning landscaping, screening, tree and groundcover requirements, street-front and parking-lot landscaping, buffer yards, and related administrative requirements; and

WHEREAS, the Planning & Zoning Commission finds that recommending the proposed ordinance to the City Council for consideration is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Planning & Zoning Commission of the City of Robins, Iowa, that Ordinance No. 2617, "An Ordinance Editing Chapter 166, Subdivision Requirements, of the Robins Municipal Code," is hereby recommended for approval by the Robins City Council.

BE IT FURTHER RESOLVED that the Commission recommends that the City Council consider and take such action on the proposed ordinance as it deems appropriate.

PASSED AND APPROVED this 4th day of November, 2026, by the Planning & Zoning Commission of the City of Robins, Iowa.

_____

Tim O'Hara, Chairperson
Planning & Zoning Commission

ATTEST:

_____

Lisa Goodin, City Clerk/Treasurer

ORDINANCE NO. 2617

AN ORDINANCE EDITING CHAPTER 166, SUBDIVISION REQUIREMENTS, OF THE ROBINS MUNICIPAL CODE.

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

SECTION 1. That Chapter 166 section .34 is deleted and the following placed in lieu of:

166.34 LANDSCAPING AND SCREENING. Regulations relating to landscaping and screening are intended to improve the physical appearance of the community; to improve the environmental performance of new development by contributing to the abatement of heat, glare, and noise and by promoting natural percolation of storm water; reducing the visual impact of parking lots, unsightly equipment, or materials from the view of persons on the public streets or adjoining properties and buffering from uncomplimentary land uses and by improving the quality of air, and to conserve the value of property and neighborhoods within the City.

1. **Applicability**. These landscaping and screening standards shall be applicable to any/and all properties located within the City. Parking lot landscaping shall be required of any development with off-street parking areas except single and two family residential developments. Street front landscaping shall be required of any development within multi-family, mobile home, commercial and industrial districts and along arterial or collector streets within single and two family developments. The landscaping and buffer requirements standards shall apply to:

   A. New development, including principle and accessory structures on property located within the districts listed in this section.

   B. Expansion and reconstruction of parking lots with twenty (20) or more parking spaces.

   C. Expansion and major renovation of an existing building that includes significant site modification as determined by the Planning and Zoning Commission based on site conditions and improvements. Major renovation will generally increase the assessed valuation of the subject property by at least fifty percent (50%). In the event that the property owner or developer does not agree with the Planning and Zoning Commission determination regarding the applicability of the standards, an appeal to that determination may be filed for review by City Council.

   D. The landscaping and screening requirements shall not apply to golf course, park, cemetery and nursery developments.

2. **Applicability and Exceptions of Landscaping and Screening Elements**. The landscaping and screening requirements include a number of design elements as

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   D. The landscaping and screening requirements shall not apply to golf course, park, cemetery and nursery developments.

2. **Applicability and Exceptions of Landscaping and Screening Elements**. The landscaping and screening requirements include a number of design elements as

identified in this subsection. These elements will have varying applicability depending on the Zoning District and adjoining land uses. For the purpose of this subsection, undeveloped properties shall be considered based on their expected use based on the Future Land Use Map of the Robins Comprehensive Plan.

Design Elements	Applicable Districts
Trees in Right-of-Way	Trees are not permitted in the right-of-way in any zoning district except as permitted by Chapter 151 of the Robins Code of Ordinances.
Shade Trees	R-1, R-2
Street Front Landscaping	R-1, R-2, R-3, R-3A, R-4, R-MH, C-1, C-1A, C-2, PLI, PMI, PHI
Parking Lot Landscaping	R-3, R-3A, R-4, R-MH, C-1, C-1A, C-2, PLI, PMI, PHI
Buffer Yards	As depicted in the matrix below. For the purpose of this subsection the term district shall also include property designated for such uses under the Future Land Use Map of the Robin Comprehensive Plan.

3. **General Requirements**. In order to provide adequate landscaping and screening within the community, a developer shall prepare and provided a landscaping plan to City in accordance with all landscaping and screening standards established by the City as part of the preliminary plat submitted process. The Commission shall study the landscaping plan based on development growth characteristics and expected uses identified within city and regional comprehensive plans and for conformance to any adopted landscaping and screening standards. The approval and implementation of the landscaping plan shall be a requirement for final plat approval. Landscaping and screening plans shall be subject to the following general requirements:

   A. Plan Submission. Landscaping plans are to be provided for each phase of the development review and building permit process - the extent of such plans shall be included in general concept plans at the initial submittal with detail landscape plans provided for site plan or building permit approval. At a minimum the landscaping plan shall require the following:

      (1) The applicants name and address and interest in the property.

      (2) The owners name and address, if different from the applicant, and the owners signed consent to the filing of the plan.

      (3) The street address and/or legal description of the property.

      (4) Title, scale, north marker, and date.

      (5) Zoning classification of site and all adjoining property(s).

      (6) All lot lines, easements and rights-of-way.

      (7) All surrounding roads including names.

(8) The total square foot of the vehicle use areas and the street yard.

(9) Location, scientific name, common name, quantity and size of all existing plant materials and designation of all vegetation to remain and/or be removed.

(10) Proposed landscaped planting by location, scientific name and common name, planting size and planting method. A plant list should be provided listing this information and keyed to plant location on the plan.

(11) All existing and proposed drainage and detention areas.

(12) Designation of area(s) to be used for snow storage.

(13) Other information or documentation as the Zoning Administrator may deem necessary to allow a full and proper consideration and disposition of the particular plan.

B. Street front landscaping shall be provided for development within the minimum setback area along street frontages.

C. Buffer yards shall be created as denoted in subsection 7 of this chapter.

D. Landscaping plans provided for construction shall identify the minimum size and number of required trees, shrubs, and provisions for living groundcover such as grass, which shall cover all required street frontage landscaped areas, including the right-of-way

E. Existing appropriate mature trees and vegetation should be incorporated into overall site design when not unreasonably restrictive, and shall be considered in meeting any requirements of this section. The extent that such existing vegetation meets the requirements of these standards shall be reviewed and approved by the Planning and Zoning Commission.

F. All areas prone to soil erosion shall be defined on the landscape plan and shall be controlled through landscaping. All disturbed areas on the site shall be re-vegetated or landscaped in a manner as approved by the Planning and Zoning Commission.

4. **Tree and Groundcover Requirements**.

A. No trees are permitted to be located within the public street right-of-way without obtaining approval from the Robins Tree Commissioner as specified within Chapter 151 of this Code of Ordinances. The location, size, and number of trees within the right-of-way shall be determined by the Commissioner at time of appeal. Trees within street rights-of-way or any trees on private property which overhang the public right-of-way shall be maintained in accordance with Chapter 151 of this Code of Ordinances.

B. Ground Cover. Living ground cover, such as grass, shall be provided within all required landscaped areas. Non-living ground cover such as rock and

walk on bark, that does not exceed twenty-five percent (25%) of the overall landscaped area may be used. Impervious materials, such as concrete or asphalt paving, shall not be used within landscaping areas with the exception of sidewalk areas or edging.

C. All plantings within the landscaping plan are to conform to the Suggested Planting List approved by the City. Any planting in the landscaping plan which is not on the Suggested Planting List shall be approved by the Planning and Zoning Commission prior to being planted.

5. **Street Front Landscaping**. All areas adjoining public or private street frontage shall be landscaped to include trees, shrubs, and living ground cover as required by this subsection. Landscape areas between the public or private street and parking areas are strongly encouraged to include mounding to enhance the screening of vehicles from the street. General landscaping standards apply to all zoning designations, while non-residential standards apply to all zoning designations except residential ones.

A. General Landscaping Standards

(1) Street front landscaping shall include all areas along public or private street frontage, and setbacks along other property lines bordering a public or private street.

(2) Trees. Street frontage trees shall be provided at a rate of one tree per forty feet (40') of frontage excluding driveway openings. A minimum of fifty percent (50%) of the required trees shall be at least two inch (2") diameter shade trees. The remaining trees may be any combination, at least two inch (2") diameter shade trees, at least one and one-half inch (1½") flowering trees and/or six foot (6') high evergreen trees. Street frontage trees shall not be required for lots having a depth of less than one hundred fifty feet (150') and an area not exceeding twenty thousand (20,000) square feet.

B. Non-residential Landscaping Standards

(1) Shrubs. Shrubs shall be provided at a rate of two (2) per one hundred lineal feet (100 ft) of street frontage, except where a parking lot is adjacent to a street. Where parking lot adjacent a street, sufficient shrubs to provide sixty-six percent (66%) screening to a height of three feet (3') are to be provided. Up to twenty percent (20%) of the required shrubs may be replaced by ornamental grasses or perennial flowers at a rate of four (4) such plants per shrub replaced.

(2) Mounding, not exceeding one foot (1') in height for every three (3) of depth is strongly encouraged to screen vehicles for street frontages adjoining parking lots with a depth of ten feet (10') or greater.

(3) The specific location of trees and landscaping within the required setback area shall be approved by the Planning and Development Department based on site characteristics.

6. **Parking Lot Landscaping.** All parking lots shall include landscaping and trees located within the parking area as required by this subsection. Trees required by this subsection shall be in addition to trees and landscaping required under other provisions of this section. It is the objective of this subsection to provide shade within parking areas and break up large expanses of parking lot pavement.

A. Trees at a rate of one (1) tree per twelve (12) parking spaces shall be provided for all parking lot areas. Required parking area trees shall be large shade tree varieties and have a minimum two inch (2") diameter at breast height at the time of planting.

B. For parking lot areas having twenty (20) or more spaces such trees shall be located in protected landscape areas within the parking lot with the provision that up to fifteen percent (15%) of the required trees may be located within ten feet (10') of the parking lot perimeter. The location, size, and design of the landscaped areas shall be approved by the Planning and Zoning Commission to ensure viability of the planting and protection from damage by vehicles while also meeting the objectives of this section.

C. For parking lot areas with forty (40) or more spaces, a continuous planter, including trees, shall be provided for every fourth parking bay. Said continuous planter shall include large shade trees planted no closer than twenty (20) foot centers. The width and design of said continuous planter shall be approved by the Planning and Zoning Commission to ensure viability of the planting and protection from damage by vehicles.

D. Planter areas shall be a minimum width of six feet (6') measured from the inside of the protective curbing. These areas may be widened to accommodate head in parking with a thirty inch (30") vehicle overhang into the planter area so long as the required six foot (6') minimum width for the tree planting is maintained.

7. **Buffer Yards.** Zoning district differences indicated in the chart below, and closer than one hundred feet (100'*),* from zoning districts where buffer yard is required by this subsection shall provide an effective buffer as indicated in this subsection. Front, and corner-side yards are excluded from this requirement. It is the objective of the buffer yard to lessen, rather than completely eliminate, land use conflicts between such uses. It is not expected that buffer yards will totally screen such uses. It is expected that the buffer yard design elements identified below will provide immediate lessening of land use conflicts and such buffering will be enhanced over time as landscaping matures. Buffer yards may include a combination of elements including setback distances as separation, tree and shrubs, solid fencing, and/or berming.

Buffer Yard Matrix (X Denotes Required Buffer Yard)					
Zoning District*	Adjoining District				
	R-1, R-2	R-3, R-3A, R-4	R-MH	C-1, C-1A, C-2**	PLI, PMI, PHI **
R-1, R-2					
R-3, R-3A, R-4	X				
R-MH	X	X			
C-1, C-1A, C-2	X	X	X		
PLI, PMI, PHI	X	X	X		
* District shall mean areas zoned, developed, or designated for such use under the Future Land Use Map of the Robins Comprehensive Plan. ** May be required by Planning and Zoning Commission if uses are incompatible					

A. Existing Vegetation. Existing vegetation within the developed area of a site may be credited towards the corresponding landscape requirement for trees, shrubs, and groundcover. Trees in good condition and of a desirable species that are greater than 8-inches in diameter may count at a 2 to 1 ratio and trees greater than 12-inches in diameter may be count at a 3 to 1 ratio. Retained trees must be protected during construction.

B. Rear and side buffer yards must comply with one (1) of the following standards. Front, and corner-side yards are excluded from this requirement.

(1) Natural Buffers. Four (4) evergreen variety trees, two (2) flowering variety trees, and

a. Ten (10) shrubs per one hundred feet (100') of linear distance planted in a staggered double row or;

b. Twenty (20) Evergreen shrubs per one hundred feet (100') of linear distance planted in a staggered double row or;

c. Fifteen (15) large deciduous shrubs, per one hundred feet (100') of linear distance planted in a staggered double row.

(2) Structural Buffers. Solid, six foot (6') high, Fully sight-obscuring ~~F2~~ wall or fence with two (2) evergreen variety trees, two (2) flowering variety trees, and five (5) large shrubs, placed on the outward facing side of the fence, per one hundred feet (100') of linear distance.

(3) Earthen Berm Buffer. Minimum fifteen foot (15') rear buffer yard with berming not to exceed a 1:3 (vertical : horizontal) slope, three (3) large evergreen trees, two (2) flowering variety trees per one hundred (100) feet of linear distance, and sufficient shrubs with a

combined height (berm and mature shrub) of five feet (5') to form a continuous screen within three (3) years of planting.

(4) In special instances where extensive screening of both visual and noise impacts is needed to protect abutting uses in areas where there is little space for separation, additional requirements may be required as requested by the Planning and Zoning administrator.

8. **Additional Landscaping/Screening Requirements.** Landscape and building elements shall be used to screen areas of low visual interest or visually intrusive site elements (such as trash collection, open storage, service areas, loading docks and blank walls) from off-site view. Such screening shall be established on all sides of such elements except where an opening is required for access. If access is possible only on a side that is visible from a public street, a removable or operable screen shall be required.

~~A. F1, Partially~~ Sight-Obscuring Fences.

~~(1) Generally: The F1 fence standard provides a tall, but not totally blocked, visual separation. F1 Fences must be 6 feet high and at least 50% sight-obscuring. Fences may be made of wood, metal, bricks, masonry or other permanent materials. Chain link fence is only allowed if installed alongside slats to obscure sight.~~

~~B. F2, Fully Sight-Obscuring Fence.~~

~~C. Generally. The F2 fence standard provides a tall and complete visual separation. F2~~ Fences must be 6 feet high, but no more than 8 feet in height, and must ~~100% sight-obscurin~~obscure sight as stipulated by its specific use as designated by this chapter~~g~~. Fences shall be permanently installed, and may be made of wood, metal, bricks, masonry or other materials. Chain link fence is only allowed if installed alongside slats to obscure sight appropriately.

A.

~~A.~~ Screening of Outside Storage Areas. For all uses, except any individual lot occupied by a single-family or two-family dwelling, all storage areas shall have visual and noise screening between adjacent lots or parcels and streets or thoroughfares.

B.

~~(1) For C-1, C-1A or C-2 zoning district uses, all storage except for any machinery, vehicles, or equipment in operable condition and having a net weight not more than three tons shall be within completely enclosed buildings or effectively screened by a solid wall or F2 fence, including solid entrance and exit gates. No outside storage of any machinery, vehicles, or equipment with a net weight exceeding three tons shall be permitted.~~

(1) For C-2, PLI, PMI or PHI zoning district uses, no outdoor storage shall be permitted in required front setback areas. All outdoor

storage, except motor vehicles in operable condition, shall be within completely enclosed buildings or effectively screened by a solid wall or fully sight-obscuring~~F2~~ fence, including solid entrance and exit gates. In the event a solid wall is used to satisfy this requirement, the yard requirements of this district shall apply exterior to the wall. Screening requirements may be modified due to individual site conditions. The city engineer may allow exceptions to this requirement based on environmental conditions.

~~(1)~~

~~A.~~C. Screening of Ground Mounted Mechanical Units. For all uses, except any individual lot occupied by a single-family or two-family dwelling, all mechanical units, including but not limited to: air-conditioning condensers, heat pumps, ventilation units, computer cooling equipment, etc., and any related utility structures and equipment, that are visible from any adjacent public thoroughfare shall be effectively screened by an ~~F1 fence~~sight-obscuring fence with at least 50% coverage. Any roof-mounted units shall be designed to blend with the building and roof materials. ~~Additional~~ S~~s~~creening requirements may be ~~required~~ modified due to topographic differences in the adjoining properties.

~~B.~~D. Screening of Trash Receptacles. For all uses, except any individual lot occupied by a single-family or two-family dwelling, using a common trash receptacle and all nonresidential uses:

(1) ~~F2~~ Fully sight-obscuring fence or full screening landscaping on three sides.

(2) Enclosure openings directly visible from a public right-of-way and/or adjoining residential area shall have solid entrance gates. For larger enclosure areas a separate gate access is encouraged.

(3) Access drives shall be constructed of material and thickness to accommodate truck loading. Year-round accessibility to the enclosure area for service trucks shall be maintained by the property owner or tenant.

~~(4) Enclosures shall be of an adequate size to accommodate expected containers. It is encouraged to design the enclosure area to be expandable to accommodate future additional containers.~~

~~(5) Enclosure structures shall be designed to protect the walls from damage by containers. Such protection may be provided by use of barrier curbing, reinforced masonry walls, or other similar means.~~

~~(6)~~(4) Materials and elevations for enclosures that are attached to buildings shall be designed to be visually compatible with the main structure.

~~(7)~~(5) If enclosures are to be attached to buildings they shall comply with applicable fire and building codes.

(6) Trash enclosures shall not be located within a required street front or street side setback or occupy area used for required parking spaces.

~~(8)~~(7) All enclosures are to be maintained in the event of damages or deterioration.

9. Administrative Requirements.

~~C.~~A. Previously Approved Plans and Building Permits. Any Site Plan or Landscaping Plan approved by the City prior to the effective date of the ordinance codified herein shall remain enforceable and in force.

~~D.~~B. Installation. All landscaping required by this section shall be installed prior to occupancy or commencement of a use. If the landscaping cannot be installed prior to occupancy or commencement of a use because of climatic conditions, the building inspector may issue a temporary certificate of occupancy and grant a delay of landscaping installation until the calendar date of June 1 immediately following the date of said temporary certificate of occupancy.

~~E.~~C. Maintenance of Required Landscaping. Trees and vegetation, irrigation systems, fences, walls and other landscaping elements shall be considered as elements of the project in the same manner as parking, building materials and other site details. The applicant, landowner or successors in interest shall be responsible for the regular maintenance of all landscaping elements in good condition. All landscaping shall be maintained free from disease; pests, weeds and litter, and all landscape structures such as fences and walls shall be repaired and replaced periodically to maintain a structurally sound condition in order to maintain the required landscaping of the site.

~~F.~~D. Rights-of-Way, Easements, and Drainage. Required landscaping shall not disturb drainage systems or be placed upon easements of rights-of-way without approval of the City.

10. **Changes to Approved Landscape Plan.** The landscaping shall be installed and maintained according to the approved landscape plan except where authorized changes are permitted. The approved landscape plan and supporting data shall be binding on the applicants, their successors, and grantees.

SECTION 2. That Chapter 165 Section .02.118 be removed and replaced with the following;

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.

SECTION 3. That Chapter 166 Section .06.43 be added and the following inserted

43. "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.

SECTION 4. 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 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 _____ day of ____, 2026.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

identified in this subsection. These elements will have varying applicability depending on the Zoning District and adjoining land uses. For the purpose of this subsection, undeveloped properties shall be considered based on their expected use based on the Future Land Use Map of the Robins Comprehensive Plan.

Design Elements	Applicable Districts
Trees in Right-of-Way	Trees are not permitted in the right-of-way in any zoning district except as permitted by Chapter 151 of the Robins Code of Ordinances.
Shade Trees	R-1, R-2
Street Front Landscaping	R-1, R-2, R-3, R-3A, R-4, R-MH, C-1, C-1A, C-2, PLI, PMI, PHI
Parking Lot Landscaping	R-3, R-3A, R-4, R-MH, C-1, C-1A, C-2, PLI, PMI, PHI
Buffer Yards	As depicted in the matrix below. For the purpose of this subsection the term district shall also include property designated for such uses under the Future Land Use Map of the Robin Comprehensive Plan.

3. **General Requirements**. In order to provide adequate landscaping and screening within the community, a developer shall prepare and provided a landscaping plan to City in accordance with all landscaping and screening standards established by the City as part of the preliminary plat submitted process. The Commission shall study the landscaping plan based on development growth characteristics and expected uses identified within city and regional comprehensive plans and for conformance to any adopted landscaping and screening standards. The approval and implementation of the landscaping plan shall be a requirement for final plat approval. Landscaping and screening plans shall be subject to the following general requirements:

   A. Plan Submission. Landscaping plans are to be provided for each phase of the development review and building permit process - the extent of such plans shall be included in general concept plans at the initial submittal with detail landscape plans provided for site plan or building permit approval. At a minimum the landscaping plan shall require the following:

      (1) The applicants name and address and interest in the property.

      (2) The owners name and address, if different from the applicant, and the owners signed consent to the filing of the plan.

      (3) The street address and/or legal description of the property.

      (4) Title, scale, north marker, and date.

      (5) Zoning classification of site and all adjoining property(s).

      (6) All lot lines, easements and rights-of-way.

      (7) All surrounding roads including names.

(8) The total square foot of the vehicle use areas and the street yard.

(9) Location, scientific name, common name, quantity and size of all existing plant materials and designation of all vegetation to remain and/or be removed.

(10) Proposed landscaped planting by location, scientific name and common name, planting size and planting method. A plant list should be provided listing this information and keyed to plant location on the plan.

(11) All existing and proposed drainage and detention areas.

(12) Designation of area(s) to be used for snow storage.

(13) Other information or documentation as the Zoning Administrator may deem necessary to allow a full and proper consideration and disposition of the particular plan.

B. Street front landscaping shall be provided for development within the minimum setback area along street frontages.

C. Buffer yards shall be created as denoted in subsection 7 of this chapter.

D. Landscaping plans provided for construction shall identify the minimum size and number of required trees, shrubs, and provisions for living groundcover such as grass, which shall cover all required street frontage landscaped areas, including the right-of-way

E. Existing appropriate mature trees and vegetation should be incorporated into overall site design when not unreasonably restrictive, and shall be considered in meeting any requirements of this section. The extent that such existing vegetation meets the requirements of these standards shall be reviewed and approved by the Planning and Zoning Commission.

F. All areas prone to soil erosion shall be defined on the landscape plan and shall be controlled through landscaping. All disturbed areas on the site shall be re-vegetated or landscaped in a manner as approved by the Planning and Zoning Commission.

4. **Tree and Groundcover Requirements**.

A. No trees are permitted to be located within the public street right-of-way without obtaining approval from the Robins Tree Commissioner as specified within Chapter 151 of this Code of Ordinances. The location, size, and number of trees within the right-of-way shall be determined by the Commissioner at time of appeal. Trees within street rights-of-way or any trees on private property which overhang the public right-of-way shall be maintained in accordance with Chapter 151 of this Code of Ordinances.

B. Ground Cover. Living ground cover, such as grass, shall be provided within all required landscaped areas. Non-living ground cover such as rock and

walk on bark, that does not exceed twenty-five percent (25%) of the overall landscaped area may be used. Impervious materials, such as concrete or asphalt paving, shall not be used within landscaping areas with the exception of sidewalk areas or edging.

C. All plantings within the landscaping plan are to conform to the Suggested Planting List approved by the City. Any planting in the landscaping plan which is not on the Suggested Planting List shall be approved by the Planning and Zoning Commission prior to being planted.

5. **Street Front Landscaping**. All areas adjoining public or private street frontage shall be landscaped to include trees, shrubs, and living ground cover as required by this subsection. Landscape areas between the public or private street and parking areas are strongly encouraged to include mounding to enhance the screening of vehicles from the street. General landscaping standards apply to all zoning designations, while non-residential standards apply to all zoning designations except residential ones.

A. General Landscaping Standards

(1) Street front landscaping shall include all areas along public or private street frontage, and setbacks along other property lines bordering a public or private street.

(2) Trees. Street frontage trees shall be provided at a rate of one tree per forty feet (40') of frontage excluding driveway openings. A minimum of fifty percent (50%) of the required trees shall be at least two inch (2") diameter shade trees. The remaining trees may be any combination, at least two inch (2") diameter shade trees, at least one and one-half inch (1½") flowering trees and/or six foot (6') high evergreen trees. Street frontage trees shall not be required for lots having a depth of less than one hundred fifty feet (150') and an area not exceeding twenty thousand (20,000) square feet.

B. Non-residential Landscaping Standards

(1) Shrubs. Shrubs shall be provided at a rate of two (2) per one hundred lineal feet (100 ft) of street frontage, except where a parking lot is adjacent to a street. Where parking lot adjacent a street, sufficient shrubs to provide sixty-six percent (66%) screening to a height of three feet (3') are to be provided. Up to twenty percent (20%) of the required shrubs may be replaced by ornamental grasses or perennial flowers at a rate of four (4) such plants per shrub replaced.

(2) Mounding, not exceeding one foot (1') in height for every three (3) of depth is strongly encouraged to screen vehicles for street frontages adjoining parking lots with a depth of ten feet (10') or greater.

(3) The specific location of trees and landscaping within the required setback area shall be approved by the Planning and Development Department based on site characteristics.

6. **Parking Lot Landscaping.** All parking lots shall include landscaping and trees located within the parking area as required by this subsection. Trees required by this subsection shall be in addition to trees and landscaping required under other provisions of this section. It is the objective of this subsection to provide shade within parking areas and break up large expanses of parking lot pavement.

A. Trees at a rate of one (1) tree per twelve (12) parking spaces shall be provided for all parking lot areas. Required parking area trees shall be large shade tree varieties and have a minimum two inch (2") diameter at breast height at the time of planting.

B. For parking lot areas having twenty (20) or more spaces such trees shall be located in protected landscape areas within the parking lot with the provision that up to fifteen percent (15%) of the required trees may be located within ten feet (10') of the parking lot perimeter. The location, size, and design of the landscaped areas shall be approved by the Planning and Zoning Commission to ensure viability of the planting and protection from damage by vehicles while also meeting the objectives of this section.

C. For parking lot areas with forty (40) or more spaces, a continuous planter, including trees, shall be provided for every fourth parking bay. Said continuous planter shall include large shade trees planted no closer than twenty (20) foot centers. The width and design of said continuous planter shall be approved by the Planning and Zoning Commission to ensure viability of the planting and protection from damage by vehicles.

D. Planter areas shall be a minimum width of six feet (6') measured from the inside of the protective curbing. These areas may be widened to accommodate head in parking with a thirty inch (30") vehicle overhang into the planter area so long as the required six foot (6') minimum width for the tree planting is maintained.

7. **Buffer Yards.** Zoning district differences indicated in the chart below, and closer than one hundred feet (100'*),* from zoning districts where buffer yard is required by this subsection shall provide an effective buffer as indicated in this subsection. Front, and corner-side yards are excluded from this requirement. It is the objective of the buffer yard to lessen, rather than completely eliminate, land use conflicts between such uses. It is not expected that buffer yards will totally screen such uses. It is expected that the buffer yard design elements identified below will provide immediate lessening of land use conflicts and such buffering will be enhanced over time as landscaping matures. Buffer yards may include a combination of elements including setback distances as separation, tree and shrubs, solid fencing, and/or berming.

Buffer Yard Matrix (X Denotes Required Buffer Yard)					
Zoning District*	Adjoining District				
	R-1, R-2	R-3, R-3A, R-4	R-MH	C-1, C-1A, C-2**	PLI, PMI, PHI **
R-1, R-2					
R-3, R-3A, R-4	X				
R-MH	X	X			
C-1, C-1A, C-2	X	X	X		
PLI, PMI, PHI	X	X	X		
* District shall mean areas zoned, developed, or designated for such use under the Future Land Use Map of the Robins Comprehensive Plan. ** May be required by Planning and Zoning Commission if uses are incompatible					

A. Existing Vegetation. Existing vegetation within the developed area of a site may be credited towards the corresponding landscape requirement for trees, shrubs, and groundcover. Trees in good condition and of a desirable species that are greater than 8-inches in diameter may count at a 2 to 1 ratio and trees greater than 12-inches in diameter may be count at a 3 to 1 ratio. Retained trees must be protected during construction.

B. Rear and side buffer yards must comply with one (1) of the following standards. Front, and corner-side yards are excluded from this requirement.

(1) Natural Buffers. Four (4) evergreen variety trees, two (2) flowering variety trees, and

a. Ten (10) shrubs per one hundred feet (100') of linear distance planted in a staggered double row or;

b. Twenty (20) Evergreen shrubs per one hundred feet (100') of linear distance planted in a staggered double row or;

c. Fifteen (15) large deciduous shrubs, per one hundred feet (100') of linear distance planted in a staggered double row.

(2) Structural Buffers. Solid, six foot (6') high, Fully sight-obscuring ~~F2~~ wall or fence with two (2) evergreen variety trees, two (2) flowering variety trees, and five (5) large shrubs, placed on the outward facing side of the fence, per one hundred feet (100') of linear distance.

(3) Earthen Berm Buffer. Minimum fifteen foot (15') rear buffer yard with berming not to exceed a 1:3 (vertical : horizontal) slope, three (3) large evergreen trees, two (2) flowering variety trees per one hundred (100) feet of linear distance, and sufficient shrubs with a

combined height (berm and mature shrub) of five feet (5') to form a continuous screen within three (3) years of planting.

(4) In special instances where extensive screening of both visual and noise impacts is needed to protect abutting uses in areas where there is little space for separation, additional requirements may be required as requested by the Planning and Zoning administrator.

8. **Additional Landscaping/Screening Requirements.** Landscape and building elements shall be used to screen areas of low visual interest or visually intrusive site elements (such as trash collection, open storage, service areas, loading docks and blank walls) from off-site view. Such screening shall be established on all sides of such elements except where an opening is required for access. If access is possible only on a side that is visible from a public street, a removable or operable screen shall be required.

~~A. F1, Partially~~ Sight-Obscuring Fences.

~~(1) Generally: The F1 fence standard provides a tall, but not totally blocked, visual separation. F1 Fences must be 6 feet high and at least 50% sight-obscuring. Fences may be made of wood, metal, bricks, masonry or other permanent materials. Chain link fence is only allowed if installed alongside slats to obscure sight.~~

~~B. F2, Fully Sight-Obscuring Fence.~~

~~C. Generally. The F2 fence standard provides a tall and complete visual separation. F2~~ Fences must be 6 feet high, but no more than 8 feet in height, and must ~~100% sight-obscurin~~obscure sight as stipulated by its specific use as designated by this chapter~~g~~. Fences shall be permanently installed, and may be made of wood, metal, bricks, masonry or other materials. Chain link fence is only allowed if installed alongside slats to obscure sight appropriately.

A.

~~A.~~ Screening of Outside Storage Areas. For all uses, except any individual lot occupied by a single-family or two-family dwelling, all storage areas shall have visual and noise screening between adjacent lots or parcels and streets or thoroughfares.

B.

~~(1) For C-1, C-1A or C-2 zoning district uses, all storage except for any machinery, vehicles, or equipment in operable condition and having a net weight not more than three tons shall be within completely enclosed buildings or effectively screened by a solid wall or F2 fence, including solid entrance and exit gates. No outside storage of any machinery, vehicles, or equipment with a net weight exceeding three tons shall be permitted.~~

(1) For C-2, PLI, PMI or PHI zoning district uses, no outdoor storage shall be permitted in required front setback areas. All outdoor

storage, except motor vehicles in operable condition, shall be within completely enclosed buildings or effectively screened by a solid wall or fully sight-obscuring~~F2~~ fence, including solid entrance and exit gates. In the event a solid wall is used to satisfy this requirement, the yard requirements of this district shall apply exterior to the wall. Screening requirements may be modified due to individual site conditions. The city engineer may allow exceptions to this requirement based on environmental conditions.

~~(1)~~

~~A.~~C. Screening of Ground Mounted Mechanical Units. For all uses, except any individual lot occupied by a single-family or two-family dwelling, all mechanical units, including but not limited to: air-conditioning condensers, heat pumps, ventilation units, computer cooling equipment, etc., and any related utility structures and equipment, that are visible from any adjacent public thoroughfare shall be effectively screened by an ~~F1 fence~~sight-obscuring fence with at least 50% coverage. Any roof-mounted units shall be designed to blend with the building and roof materials. ~~Additional~~ S~~s~~creening requirements may be ~~required~~ modified due to topographic differences in the adjoining properties.

~~B.~~D. Screening of Trash Receptacles. For all uses, except any individual lot occupied by a single-family or two-family dwelling, using a common trash receptacle and all nonresidential uses:

(1) ~~F2~~ Fully sight-obscuring fence or full screening landscaping on three sides.

(2) Enclosure openings directly visible from a public right-of-way and/or adjoining residential area shall have solid entrance gates. For larger enclosure areas a separate gate access is encouraged.

(3) Access drives shall be constructed of material and thickness to accommodate truck loading. Year-round accessibility to the enclosure area for service trucks shall be maintained by the property owner or tenant.

~~(4) Enclosures shall be of an adequate size to accommodate expected containers. It is encouraged to design the enclosure area to be expandable to accommodate future additional containers.~~

~~(5) Enclosure structures shall be designed to protect the walls from damage by containers. Such protection may be provided by use of barrier curbing, reinforced masonry walls, or other similar means.~~

~~(6)~~(4) Materials and elevations for enclosures that are attached to buildings shall be designed to be visually compatible with the main structure.

~~(7)~~(5) If enclosures are to be attached to buildings they shall comply with applicable fire and building codes.

(6) Trash enclosures shall not be located within a required street front or street side setback or occupy area used for required parking spaces.

~~(8)~~(7) All enclosures are to be maintained in the event of damages or deterioration.

9. Administrative Requirements.

~~C.~~A. Previously Approved Plans and Building Permits. Any Site Plan or Landscaping Plan approved by the City prior to the effective date of the ordinance codified herein shall remain enforceable and in force.

~~D.~~B. Installation. All landscaping required by this section shall be installed prior to occupancy or commencement of a use. If the landscaping cannot be installed prior to occupancy or commencement of a use because of climatic conditions, the building inspector may issue a temporary certificate of occupancy and grant a delay of landscaping installation until the calendar date of June 1 immediately following the date of said temporary certificate of occupancy.

~~E.~~C. Maintenance of Required Landscaping. Trees and vegetation, irrigation systems, fences, walls and other landscaping elements shall be considered as elements of the project in the same manner as parking, building materials and other site details. The applicant, landowner or successors in interest shall be responsible for the regular maintenance of all landscaping elements in good condition. All landscaping shall be maintained free from disease; pests, weeds and litter, and all landscape structures such as fences and walls shall be repaired and replaced periodically to maintain a structurally sound condition in order to maintain the required landscaping of the site.

~~F.~~D. Rights-of-Way, Easements, and Drainage. Required landscaping shall not disturb drainage systems or be placed upon easements of rights-of-way without approval of the City.

10. **Changes to Approved Landscape Plan.** The landscaping shall be installed and maintained according to the approved landscape plan except where authorized changes are permitted. The approved landscape plan and supporting data shall be binding on the applicants, their successors, and grantees.

SECTION 2. That Chapter 165 Section .02.118 be removed and replaced with the following;

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.

SECTION 3. That Chapter 166 Section .06.43 be added and the following inserted

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SECTION 4. 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 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 _____ day of ____, 2026.

Chuck Hinz, Mayor

ATTEST:

Lisa Goodin, City Clerk/Treasurer

(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.

BEGIN EDITS

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 YES
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.

EXCLUSIVE OF GLASS, OR A STONE LIKE MATERIAL

(b) All other exterior wall surfaces shall be either vinyl, steel or fiber cement siding. Other materials as approved by Planning and Zoning.

REMOVE 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.

ADD ARCHITECTUAL COMMITTEE IN LIEU OF 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.

Possibly remove all of these due to the architectural committee

(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.

END EDITS

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

32.04.02.M

M. Drive-Through Design

1. Required Stacking Spaces

a. Any parking area that provides access to or from a drive-in or drive-through use on the same property or an adjacent property shall contain adequate space to allow minimum vehicle stacking in accordance with Table 32.04.02-11.

b. The City may require the applicant to include a stacking analysis as part of a required Traffic Impact Analysis to verify projected stacking is accommodated on private property. If no Traffic Impact Analysis is required for the site, the applicant may be required to submit a separate analysis for stacking accommodations to be reviewed and approved by the City.

(i) Stacking shall be based on trip generation from latest edition of ITE Trip Generation Manual for most conservative peak hour generation. Measured service rate and associated peak hour factor of adjacent street traffic shall be used to calculate stacking requirement. Measured queueing from similar facilities may be used in lieu of ITE Trip Generation data if comparable.

c. Reductions in stacking space requirements may be approved through a Minor Design Adjustment if the City determines reductions would be appropriate due to site constraints, comparable measured queueing, or stacking analysis. Applicant shall be responsible for providing evidence demonstrating the reduction would not result in violation of stacking lane and space requirements in subsection 32.04.02.M.2.

Table 32.04.02-11: Stacking Space Requirements

Activity	Minimum Stacking Spaces[4]	Measured From:
Drive-In Bank, ATM	2 per window/ATM	Window, ATM Display, Lanes
Retail, ATM	2 per window/ATM	Window, ATM Display
Restaurant, Fast Serve with Drive-Through and No Indoor Seating	1 per 200 square foot of floor area	Ordering Location
Restaurant, Fast Serve with Drive-Through and Indoor Seating	1 per 400 square foot of floor area	Ordering Location
Coffee Shop with Drive-Through and No Indoor Seating	9 per drive-through lane	Ordering Location

Coffee Shop with Drive-Through and Indoor Seating	7 per drive-through lane	Ordering Location
School Pick-Up Grades Pre-K-5 [1, 2]	1 per every 5 students	Beginning of Pick-Up Zone
School Pick-Up Grades 6-8 [1, 2]	1 per every 10 students	Beginning of Pick-Up Zone
School Pick-Up Grades 9-12 [1, 2]	1 per every 20 students	Beginning of Pick-Up Zone
Full Service Vehicle Washing & Detailing Establishment	3 per washing bay	Outside of Washing Bay
Automated Vehicle Washing Establishment [3]	2 per 2,000 square foot of floor area	Outside of Washing Bay
Self-Service Vehicle Washing Establishment	1 per vehicle stall	Outside of Washing Bay
Fuel or Gasoline Pump Island	1 per pump	Outside of Pump Island
Other	As determined by the City	
Note 1. Measured queuing at existing school may be used in lieu of stacking requirement and approved by the City. If staggered dismissal is used, accommodate queuing for largest group of students dismissed at one time.		
Note 2. Queuing during construction phase of a school building may result in up to 5 vehicles extending onto public street for a length of time of less than one year.		
Note 3. Automated car wash via service stations (tunnels) that does not included detailing service. If more than one service station, stacking requirement may be split between total number of service stations. Note 4. Stacking space for properties that include multiple uses within the same service area shall be calculated based on the proportion of use.		

2. Stacking Space and Lane Requirements
    a. Drive-through stacking spaces shall have a minimum length of 20 feet and minimum width of eight feet. If a physical barrier (i.e. raised curb, median, etc.) is used to separate the drive through lane from a drive aisle or other stacking lane then the minimum width shall be increased to nine feet.

f. The location of required stacking spaces shall:
    (i) Be clearly identified, through the use of means such as striping, landscaping, and/or signs.
    (ii) Comply with the applicable setback distance from rights-of-way.
    (iii) Not encroach into the right-of-way, public streets, or alleys;
    (iv) Not extend beyond the property line or conflict with street access; and
    (v) Minimize obstructions to required parking spaces, loading spaces, or the driving aisles required to access any required parking or loading space.

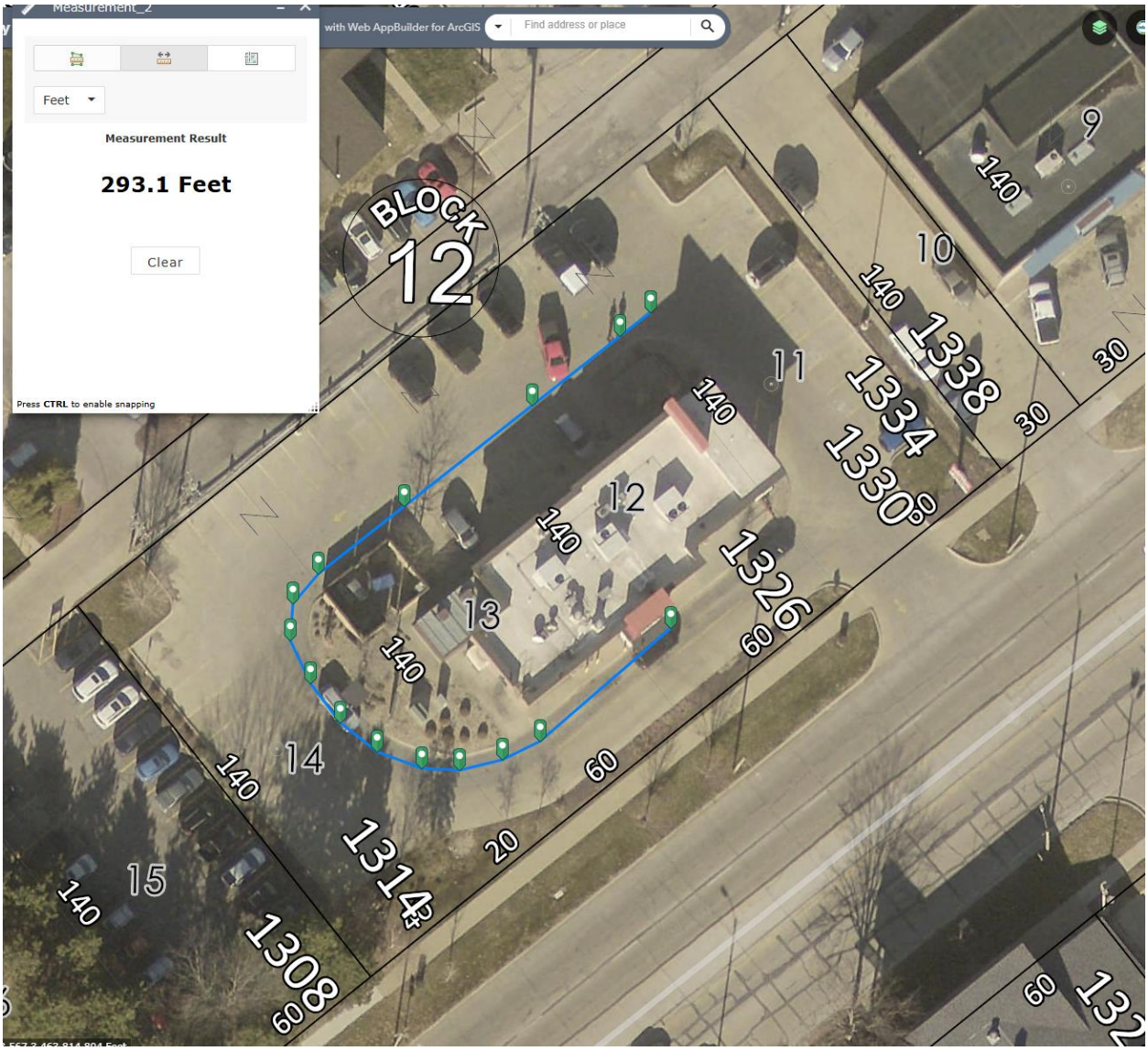
h. Pedestrian/barrier-free access to building entrances shall provide direct pedestrian links to main parking areas and public sidewalks that do not pass through a stacking lane unless pedestrian crossing is provided and approved by the City.

i. If actual queuing encroaches into the right-of-way, public streets, or alleys, or creates barriers to pedestrian access to building entrances, the property owner and/or drive-through operator may be required to implement alternative stacking location/design and/or adjust operations to eliminate encroachment/barriers.

Case Studies:

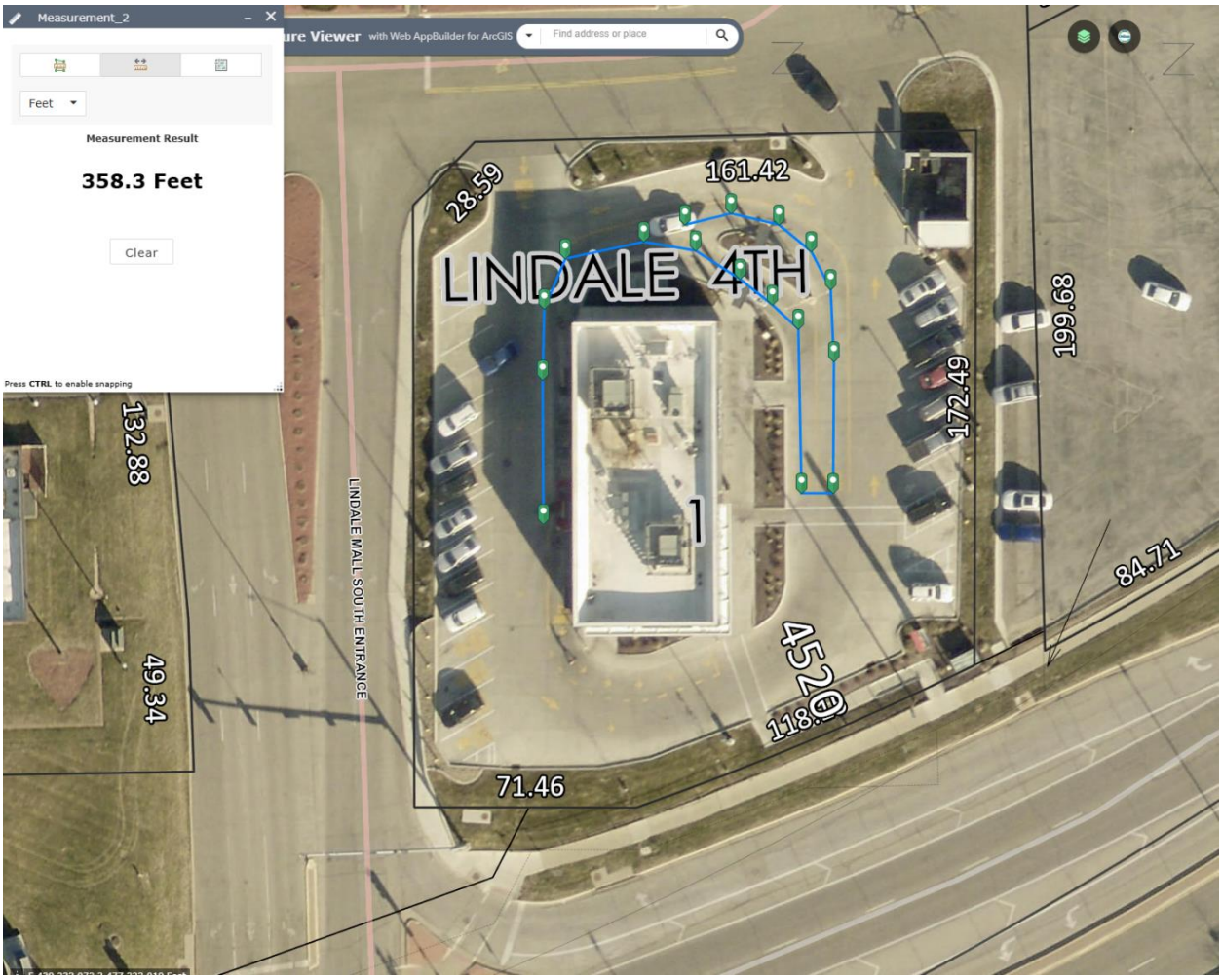
1st Ave Wendy's

- 4,146 sf
- 1/400 sf = 10 spaces from pick-up window
- Image below accommodates 15 spaces, but does potentially block parking



New 1st Ave McDonalds

- 4,697 sf
- 1/400 sf = 11.74 spaces from pick-up window
- Image below accommodates 17.9 spaces



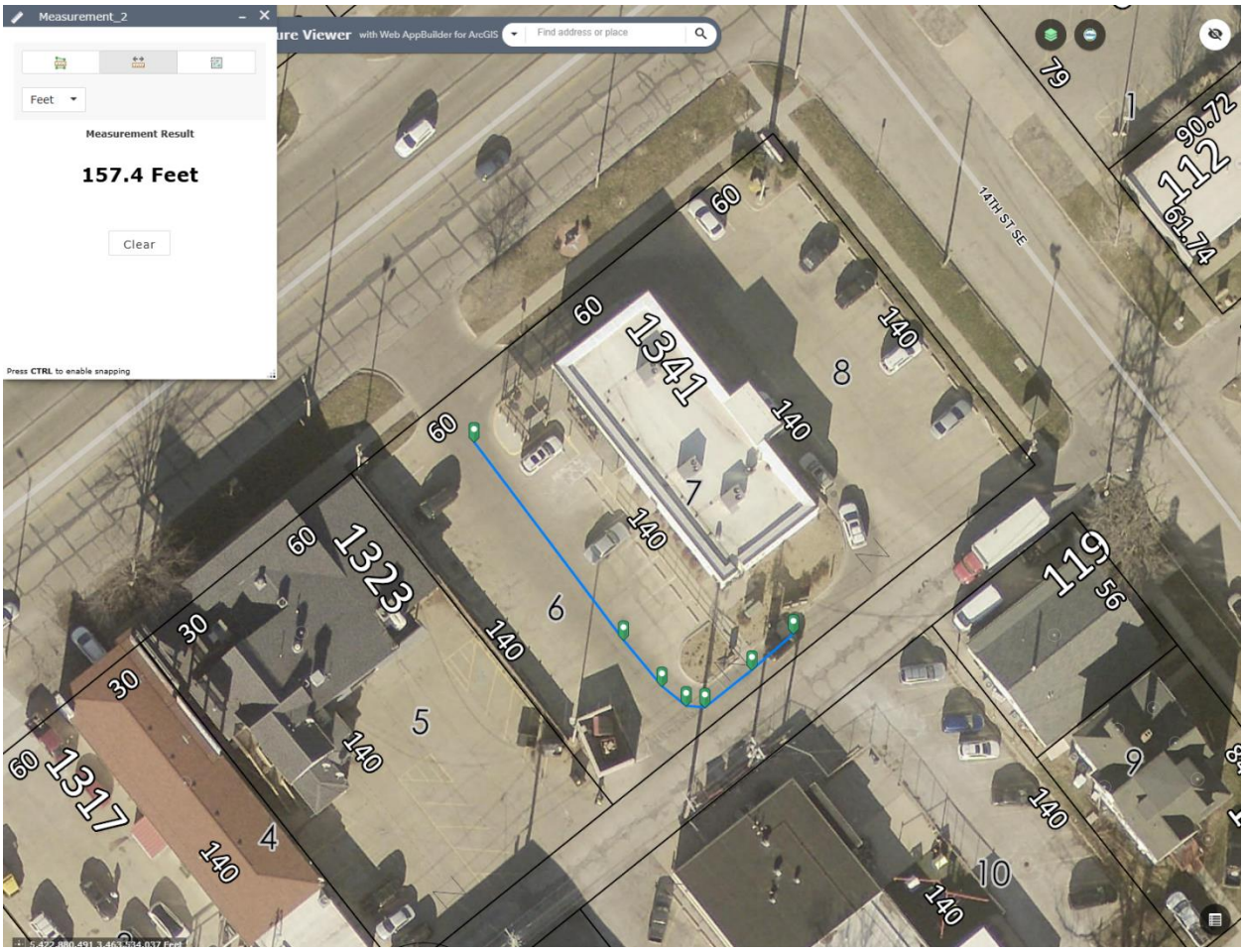
New 1st Ave Starbucks

- 2,588 sf
- 7/drive through lane = 7 spaces from ordering location
- Image below accommodates 7 spaces



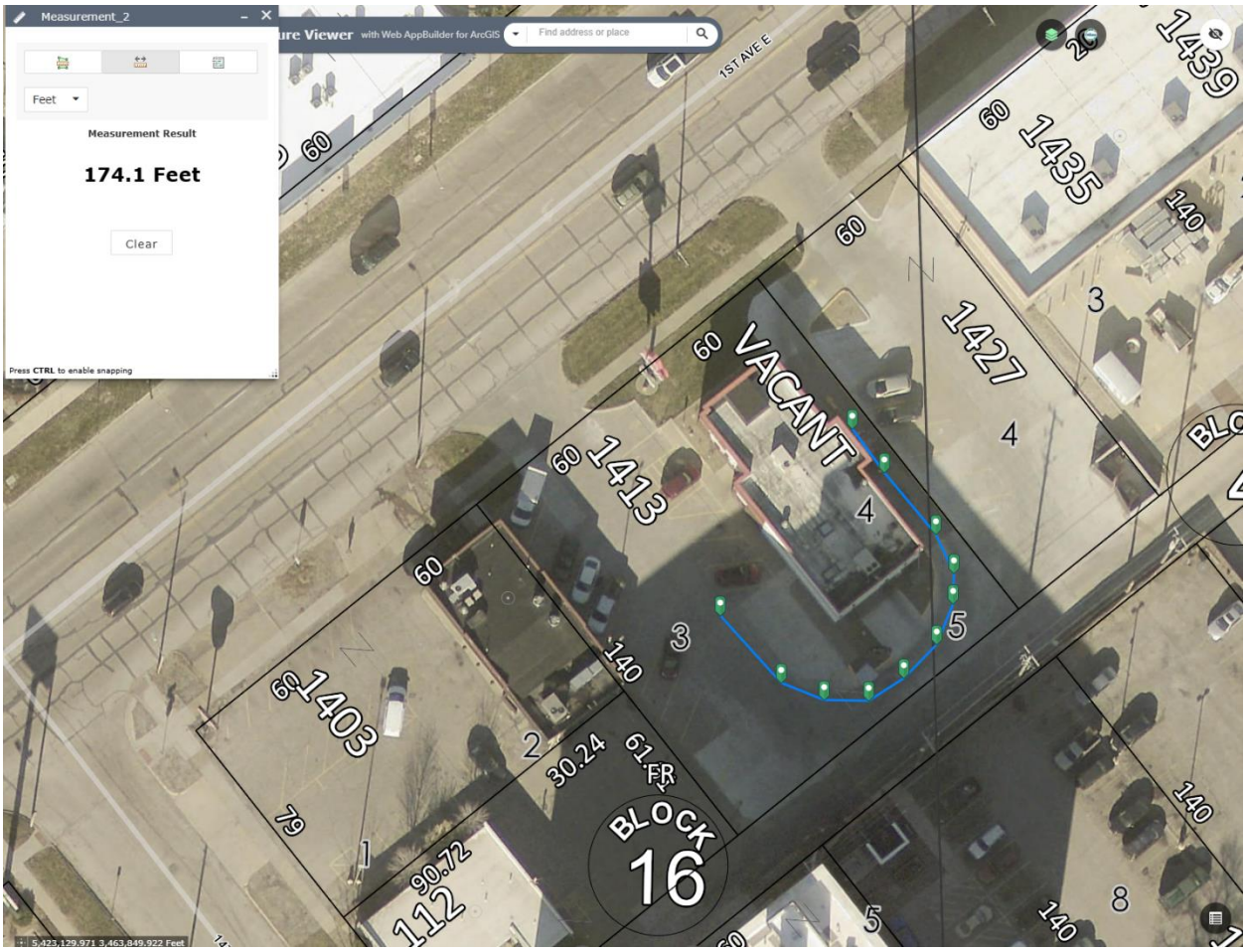
1st Ave Starbucks

- 3,851 sf
- 7/drive through lane = 7 spaces from ordering location
- Image below accommodates 7.87 spaces, but blocks much of the parking



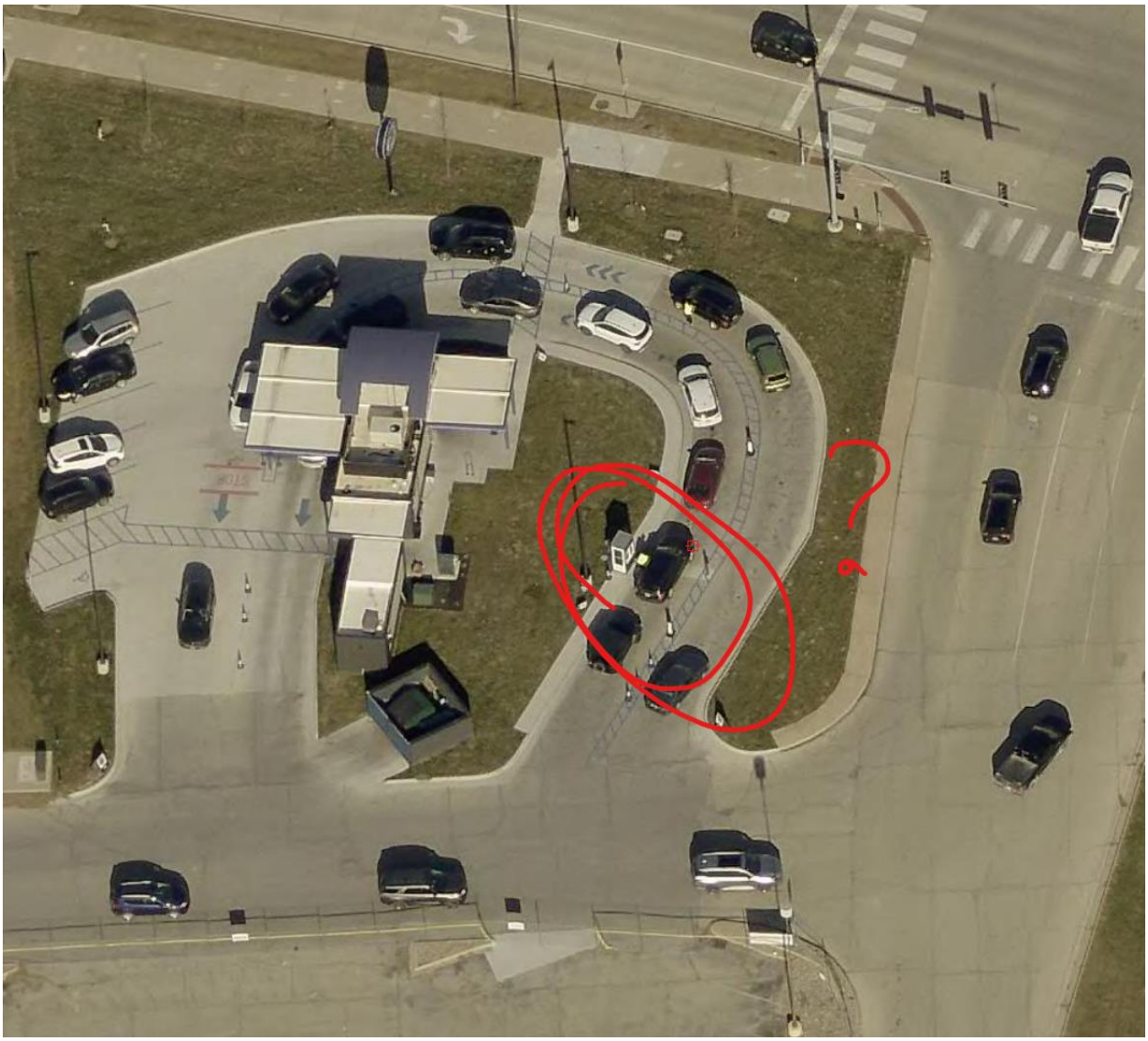
1st Ave Arby's

- 2,939 sf
- 1/400 sf = 7.3 spaces from pick-up window
- Image below accommodates 8 spaces, without blocking parking



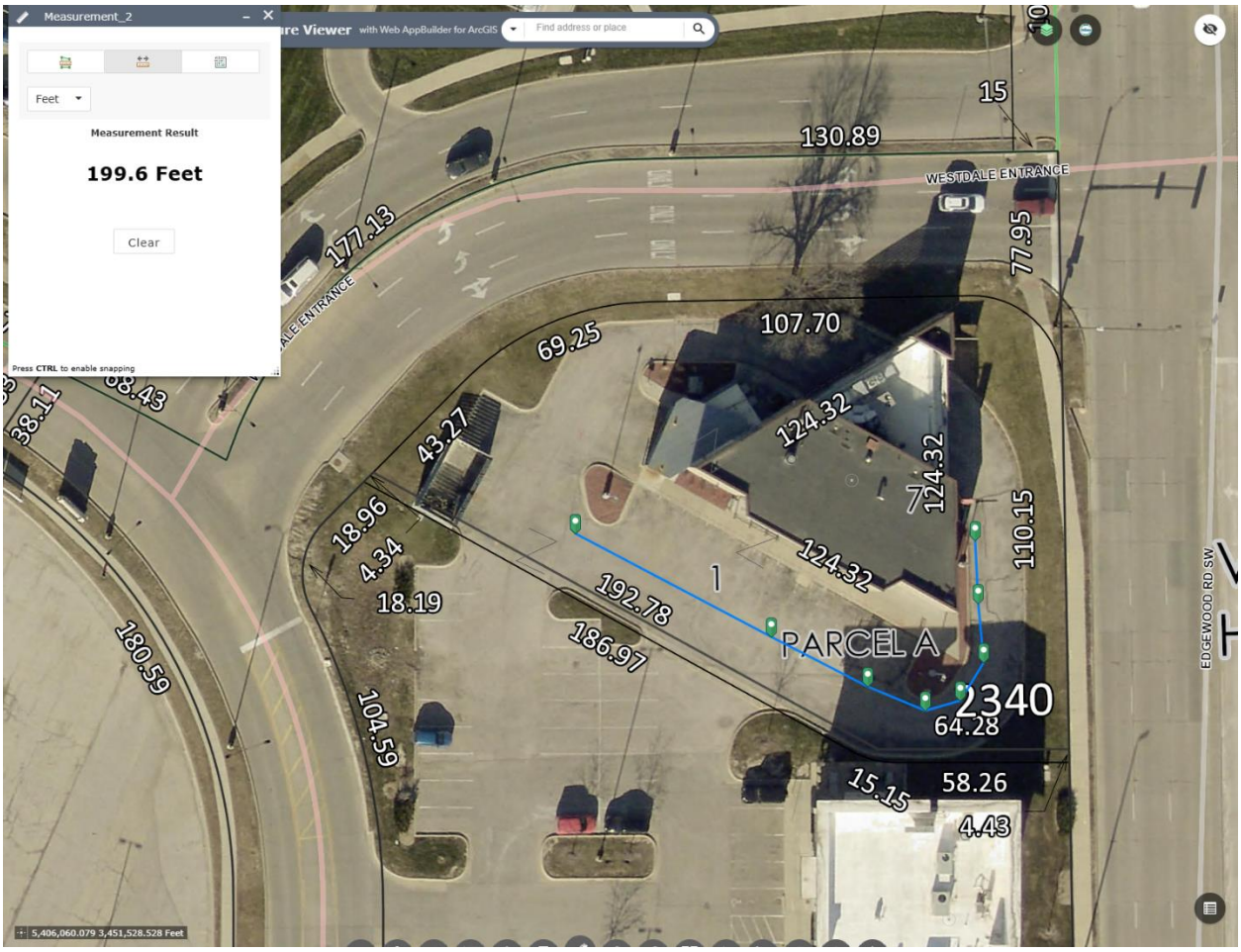
7 Brew (Collins)

- 750 sf (maybe??)
- 7/drive through lane = 7 spaces from ordering location
- Ordering location unclear… if where circled, definitely doesn't accommodate 7 spaces



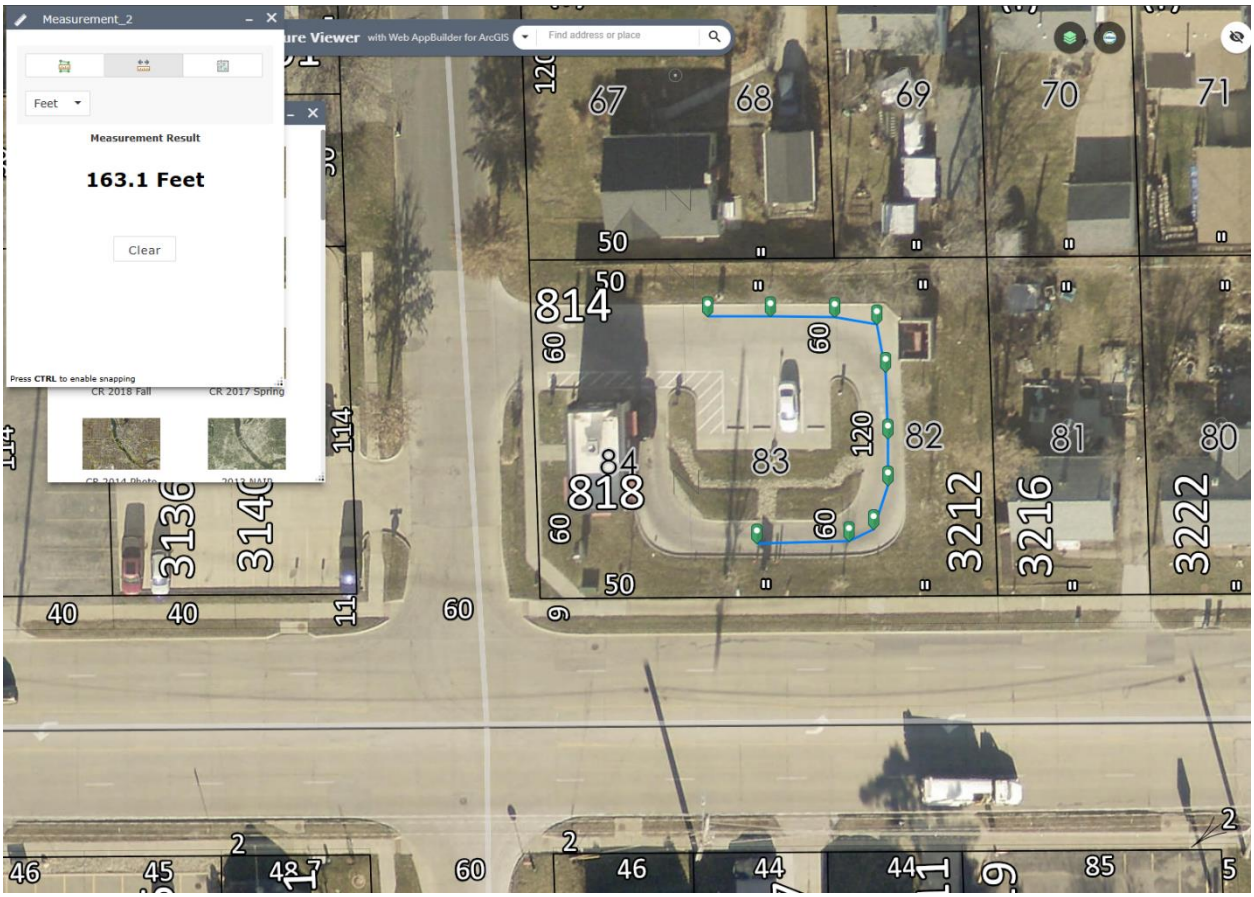
7 Brew (Edgewood)

- 3,086 sf
- 7/drive through lane = 7 spaces from ordering location
- Image below accommodates 10.4 spaces, but blocks much of the parking



Mt Vernon Rd Scooters (no indoor seating)

- 664 sf
- 7/drive through lane = 7 spaces from ordering location
- Image below accommodates 8.5 spaces


Measurement_2
Feet
Measurement Result
163.1 Feet
Clear
Press CTRL to enable snapping
CR 2018 Fall
CR 2017 Spring
with Web AppBuilder for ArcGIS
Find address or place
814
818
3136
3140
3212
3216
3222
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