

Tiffin Regular City Council Meeting

Tiffin Regular City Council Meeting

January 06, 2026 07:00 pm



January 6 2025

7:00 PM

Regular Formal

City Council Meeting

Tiffin Fire Station

211 Main Street, Tiffin, Iowa 52340

www.tiffin-iowa.org

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	VACANT
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

A. Call to Order - 7:00PM

File: [Agenda](#)

B. Roll Call

C. Agenda Additions/Agenda Approval

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

D. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached.

If you wish to speak now, please approach the lectern and give your name and address for the public record before discussing your item.

As a reminder each speaker is limited to 3 minutes or less.

As an additional reminder, in accordance with public meeting laws, the Council may only discuss or act on matters that are presented on this agenda.

E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of 12/16 Council Minutes

File: [Attachment](#)

2. Approval of Summary of Receipts Report

File: [Attachment](#)

3. Re-Appointment of Councilperson Tim Orris as Mayor Pro-Tem

F. Mayoral Proclamation

G. Public Hearing

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa,

Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa

a. Motion to Approve Third and Final Reading

File: [Attachment](#)

2. Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa

Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4) for Grove Park, Tiffin, Iowa neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa

a. Motion to Approve Third and Final Reading

File: [Attachment](#)

I. Resolutions for Approval

1. **Resolution 2026-001 – A Resolution Approving Final Plat of Grove Park Rowhomes, Tiffin, Iowa**

File: [Attachment](#)

2. **Resolution 2026-002 – A Resolution Approving the Developer’s Agreement with Grove Park Row Homes, LLC, for the Grove Park Planned Development Overlay Site District**

File: [Attachment](#)

J. Old Business

K. Motions for Approval

1. **Consideration of Payables List – Motion to Approve**

File: [Attachment](#)

2. **Consideration of One-time Water and Sewer Adjustment for 1026 Creekside Drive – Motion to Approve**

File: [Attachment](#)

3. **Consideration of City Council Appointments (below) and Council Action as Needed**

- a. City Clerk – Abigail Hora
- b. City Attorney – Phelan Tucker Law LLP
- c. City Engineer – MSA Professional Services
- d. Official Newspaper – Cedar Rapids Gazette

File: [Attachment](#)

L. Reports to be Received/Filed

M. Reports from City Personnel

1. Mayor’s Report
2. City Council Reports

3. Director of Public Work's Report
4. Building Official's Report
5. Water/Wastewater Superintendent's Report
6. Recreation Director's Report
7. Fire Chief's Report
8. Law Enforcement Report
9. City Attorney's Report
10. City Administrator's Report - Included in Packet

File: [Attachment](#)

N. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 319-545-2572 to arrange for accommodations/transportation.

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin Fire Station, 211 Main Street, Tiffin, Iowa, 52340
Date/Time: January 6, 2026 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: January 2, 2026 (website & front entry of City Hall)

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Tony Johnson	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Grant Weber
		Fire Chief:	Vacant
		City Engineer:	MSA Professional Services

A. Call to Order – 7:00 PM

B. Roll Call

C. Agenda Additions/Agenda Approval

D. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached.

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E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of the December 16, 2025, City Council Minutes
2. Approval of Summary of Receipts Report
3. Re-Appointment of Councilperson Tim Orris as Mayor Pro-Tem

F. Mayoral Proclamation

- 1.

G. Public Hearing

- 1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa
 - a. Motion to Approve Third and Final Reading
2. Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4) for Grove Park, Tiffin, Iowa
 - a. Motion to Approve Third and Final Reading

I. Resolutions for Approval

1. Resolution 2026-001 – A Resolution Approving Final Plat of Grove Park Rowhomes, Tiffin, Iowa
2. Resolution 2026-002 – A Resolution Approving the Developer's Agreement with Grove Park Row Homes, LLC, for the Grove Park Planned Development Overlay Site District

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve
2. Consideration of One-time Water and Sewer Adjustment for 1026 Creekside Drive – Motion to Approve
3. Consideration of City Council Appointments (below) and Council Action as Needed
 - a. City Clerk – Abigail Hora
 - b. City Attorney – Phelan Tucker Law LLP
 - c. City Engineer – MSA Professional Services
 - d. Official Newspaper – Cedar Rapids Gazette

L. Reports to be Received/Filed

1.

M. Reports from City Personnel

1. Mayor's Report
2. City Council Reports
3. Director of Public Work's Report
4. Building Official's Report
5. Water/Wastewater Superintendent's Report
6. Recreation Director's Report
7. Fire Chief's Report
8. Law Enforcement Report
9. City Attorney's Report
10. City Administrator's Report – Included in the Packet

N. Adjournment

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City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin Fire Station, 211 Main Street, Tiffin, Iowa, 52340
Date/Time: December 16, 2025 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: December 12, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Al Havens	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Vacant
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, December 16, 2025, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 6:30 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Orris.

All ayes, agenda approved.

C. Discussion and Review of Automated License Plate Readers

Discussion: Sheriff Kunkel and other Sheriff's Department staff were present. Council Member Schnedler inquired about coverage in the industrial park and along South Park Road. It was noted that implementation will occur in phases, and these areas can be revisited once the system is operational. Overall coverage is strengthened by neighboring communities that also utilize automated license plate readers. Information may be shared with state and local law enforcement agencies. Data is only retained for 30 days, and the City is the sole customer.

D. Questions from Council Members regarding items on the Regular City Council Agenda or Reports

E. Other Business

F. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 6:55 PM.

A. Regular Session - Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, December 16, 2025, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Havens.

All ayes, motion carried.

1. **Swearing in of Re-elected Officials – Mayor Tim Kasperek, Councilperson Tim Orris and Councilperson Eric Schnedler**
2. **Swearing in of Newly Elected Official – Councilperson Tony Johnson**
3. **Swearing in of Tiffin Fire Department Personnel – Kaelyn McEathron Grell**

D. Communications and Reports

1. **Unscheduled**

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E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of the December 2, 2025, City Council Minutes
2. Approval of Summary of Receipts Report
3. Approval of Clerk's/Treasurers Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report and Clerks/Treasurers Report by Orris.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1. Proclamation of Recognition for Council Member Al Havens

G. Public Hearing

- 1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa

- a. Motion to Approve Second Reading and Proceed to Third and Final Reading

Motion to approve by Olney.

Second by Havens.

Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.

All ayes, second reading approved.

2. Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4) for Grove Park, Tiffin, Iowa

- a. Motion to Approve Second Reading and Proceed to Third and Final Reading

Motion to approve by Havens.

Second by Orris.

Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution 2025-092 – A Resolution Setting the Date of January 20, 2026, for a Public Hearing and Additional Action on Proposal to enter into a General Obligation Urban Renewal Loan Agreement and to Borrow Money thereunder. Motion to approve by Havens.

Second by Orris.

Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.

All ayes, motion carried.

2. Resolution 2025-093 – A Resolution Designating the Title VI/ADA Coordinator and Establishing Responsibilities and Procedures. Motion to approve by Havens.
Second by Limkemann.
Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.
All ayes, motion carried.
3. Resolution 2025-094 – A Resolution Approving and Adopting the 2025 update of the Multi-Jurisdictional Hazard Mitigation Plan for Johnson County, Iowa. Motion to approve by Orris.
Second by Schnedler.
Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Havens.
Second by Limkemann.
All ayes, motion carried.
2. Discussion and Consideration to Approve the Hiring of Grant Weber as the Tiffin Parks and Recreation Director and Council Action as Needed. Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
3. Discussion and Consideration of Automated License Plates Readers and Council Action as Needed.
Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.

L. Reports to be Received/Filed

1. City Engineer's Report
2. November Johnson County's Sheriff's Report
3. Monthly Departmental Budget Reports
4. Tiffin Recreation Center Project Update

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor Kasparek and Mayor Pro-Tem Orris will be launching a podcast, with an anticipated release in January.
2. City Council Reports – Discussion: Council Member Orris reported that the holiday hoopla had a great turnout.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Discussion: Building Official Brian Shay will give building permit report at the next meeting.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report - Nothing to Report.
7. Fire Chief's Report – Nothing to Report.
8. Law Enforcement Report – Discussion: Sheriff Kunkel will give law enforcement update after the first of the year.
9. City Attorney's Report - Nothing to Report.
10. City Administrator's Report – Included in the Packet. Discussion: City Administrator Doug Boldt reported that a joint work session with the Clear Creek Amana School District is scheduled for February 4, with the start time to be determined at a later date.

N. Adjournment

Motion to adjourn by Havens.

Second by Limkemann.

All ayes, meeting adjourned at 7:55 PM.



_____, December 18th, 2025
Abigail Hora, City Clerk

City of Tiffin Summary of Receipts

12/12/2025-12/31/2025

001-GENERAL	\$	66,341.42
110-ROAD USE TAX	\$	50,068.53
112-EMPLOYEE BENEFIT	\$	-
119-EMERGENCY FUND	\$	-
121-LOCAL OPTION SALES TAX	\$	82,513.91
125-TIF	\$	-
200-DEBT SERVICE	\$	-
301-DEVELOPER ESCROW	\$	-
307-PARK ROAD PAVING	\$	-
310-TRAIL PROJECT	\$	-
316-GO BONDS	\$	-
320-ROUNDAABOUT	\$	-
321-ORIGINAL TOWN URBANIZATION	\$	-
335-FOREVERGREEN RD	\$	-
336-PUBLIC WORKS BUILDING	\$	-
344-PW EQUIPMENT	\$	-
600-WATER	\$	108,500.49
601-WATER SINKING	\$	-
607-SECOND WELL	\$	-
610-SEWER	\$	94,172.50
611-SEWER SINKING	\$	-
617-SANITARY SEWER IMPROVEMENTS	\$	-
618-SEWER MAIN UPSIZE RAILROAD	\$	-
670-RECYCLING/GARBAGE	\$	33,828.31
740-STORM WATER	\$	7,612.06
TOTAL:	\$	443,037.22

CITY OF TIFFIN ORDINANCE NO. 2025-522

AN ORDINANCE REZONING LOT 1, PARK PLACE CITY CENTER PART ONE, PHASE 4, TIFFIN, IOWA, FROM NEIGHBORHOOD BUSINESS DISTRICT (C-1B) TO A PLANNED DEVELOPMENT OVERLAY SITE DISTRICT/NEIGHBORHOOD BUSINESS DISTRICT (OPD/C-1B) FOR LOT 1, PARK PLACE CITY CENTER PART ONE, PHASE 4, TIFFIN, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF TIFFIN, IOWA:

Section 1. Purpose. The purpose of this ordinance is to rezone property, at the request of the applicant, KW Family Investments, known as Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, in accordance with the recorded plat thereof, containing 3.02 acres, as more described on the attached document, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B), one lot with one building consisting of an event center. Such property to be known as Lot 1, Park Place City Center Part One, Phase 4.

Section 2. Amendment. The following legally described property:

Park Place City Center – Part One, Phase Four, Lot One, Containing 3.02 Acres, and is subject to Easements and Restrictions of Record.

shall be changed from zoning classification C-1B to Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) and further, that the official zoning map of the City be amended to reflect the change described herein. Approval of this zoning classification change is subject to Council approval of a Developer's Agreement as required by City, Planned Development Overlay District Agreement(s) as required by City, compliance with the requirements of the Tiffin Zoning Code - Planned Development Overlay District, and the Developer executing all easement agreements the City may require.

Section 3. Certification and Recording. Upon passage and approval of this ordinance, the City Clerk is hereby authorized and directed to certify a copy of this ordinance and to record the same, at the office of the County Recorder of Johnson County, Iowa, at the owner's expense, all as provided by law.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 5. Severability. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such

adjudication shall not affect the validity of the ordinance as a whole, or any section, provision, or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be in effect after its final passage, approval, and posting as provided by law.

On the 2nd day of December, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson Orris introduced Ordinance No. 2025-522, and moved that it be given its first reading. The motion was seconded by Councilperson Limkemann.

Ayes: Olney, Schnedler, Limkemann, Havens, Orris.

Nays: None.

Five members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-522, was read the first time, discussed, and placed on record.

On the 16th day of December, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson Olney introduced Ordinance No. 2025-522, and moved that it be given its second reading. The motion was seconded by Councilperson Havens.

Ayes: Havens, Orris, Olney, Schnedler, Limkemann.

Nays: None.

Five members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-522, was read the second time and discussed and placed on record.

On the 6th day of January, 2026, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced Ordinance No. 2025-522, and moved that it be given its third and last reading. The motion was seconded by Councilperson _____.

Ayes:

Nays:

_____ members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and the ordinance was passed and adopted.

Whereupon the Mayor declared that Ordinance No. 2025-522 be adopted and signified his approval of same by fixing his signature thereto. Passed by the Council on the _____th day of _____ 2026 and approved by the Mayor on the _____th day of _____ 2026.

CITY OF TIFFIN, IOWA:

By: _____
TIM KASPAREK, Mayor

ATTEST:

Abigail Hora, City Clerk

I, Abigail Hora, City Clerk of the City of Tiffin, Iowa, state that an ordinance entitled AN ORDINANCE REZONING LOT 1, PARK PLACE CITY CENTER PART ONE, PHASE 4, TIFFIN, IOWA, FROM NEIGHBORHOOD BUSINESS DISTRICT (C-1B) TO A PLANNED DEVELOPMENT OVERLAY AND SITE DISTRICT/NEIGHBORHOOD BUSINESS DISTRICT (OPD/C-1B) FOR LOT 1, PARK PLACE CITY CENTER PART ONE, PHASE 4, TIFFIN, IOWA and known as No. 2025-522 was duly passed by the Council on the ____th day of ____ 2026, and signed by the Mayor on the ____th day of ____ 2026, and published on the ____th day of ____ 2026, by posting copies thereof in three public places within the limits of the City of Tiffin, Iowa. That I posted copies of Ordinance No. 2025-522 in the following places:

The Depot, Tiffin, Iowa
Casey's, Tiffin, Iowa
Solon State Bank, Tiffin, Iowa

Abigail Hora, City Clerk



Anderson Place

Broadway Avenue

Parkside St.

25 September 2025

Concept Design - Tiffin Events Center
Streamline Architects

















25 September 2025

Concept Design - Tiffin Events Center
Streamline Architects



25 September 2025



Concept Design - Tiffin Events Center
Streamline Architects





25 September 2025

Concept Design - Tiffin Events Center
Streamline Architects

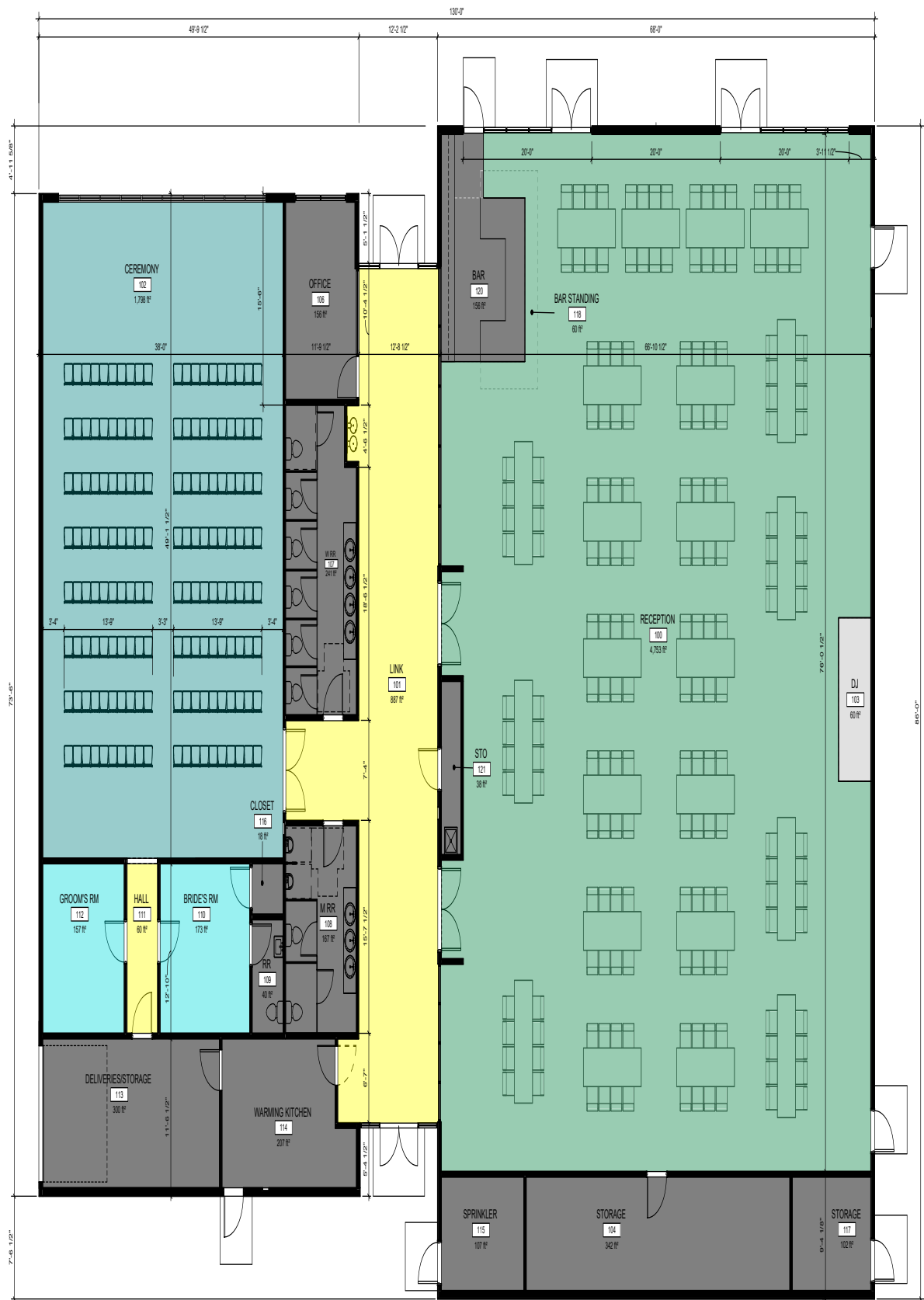


Parksides St.

Anders...

25 September 2025

Concept Design - Tiffin Events Center
Streamline Architects



TOTAL BUILDING AREA = 10,282 sq ft



TIFFIN EVENT BUILDING

FLOOR PLAN



Park Place City Center

CONCEPT MULTI-USE DISTRICT

1) INTENT AND DESCRIPTION OF DISTRICT

This district intends to establish a mixed-use district providing for commercial and residential units.

2) PRINCIPAL USES AND STRUCTURES PERMITTED

- A. Mixed-use buildings with underground parking.
- B. Commercial buildings.
- C. Multi-family buildings.

3) ACCESSORY USES AND STRUCTURES PERMITTED

The following uses and structures accessory to a principal permitted use or a special exception use is permitted subject to the provisions of Section 9.05.

- A. Accessory uses or structures according to the provisions of Section 9.05.
- B. Temporary uses or structures used in conjunction with construction work; provided however, such buildings comply with the provisions of Section 9.21.

4) SPECIAL EXCEPTION USES

Special Exception uses are permitted in Park Place City Center, subject to approval of the Developer.

5) AREA REQUIREMENTS

The minimum lot areas and widths, density, setbacks and height restrictions, are as follows.

- A. Minimum Lot Size Requirements:
 - a. Frontage: 1 foot.
 - b. Depth: 1 foot.
 - c. Area: 1 square foot.
- B. Minimum Yard Requirements:
 - d. Front Yard Depth: 0 Feet
 - e. Side Yard Depth: 0 Feet
 - f. Rear Yard Depth: 0 Feet
- C. Maximum Height: Five stories and/or as approved by the Developer.

6) SIGN REGULATIONS

Signs are permitted as approved by the Developer.

7) PARKING AND LOADING REGULATIONS

Parking must be provided at the following rates.

- A. Residential:
 - a. 1.5 spaces per unit on site.

B. Commercial:

- a. 1 space for every 400 square feet of commercial space.
- b. Onsite parking stalls and on street parking stalls will be included in this requirement.

C. Cross parking easements will be provided for all lots in Park Place City Center.

8) LIGHTING REGULATIONS

Exterior lighting is permitted upon approval of the Developer.

9) LANDSCAPING REGULATIONS

A landscaping plan must be submitted for approval by the Developer. The plan must be appropriate to the zone and will allow for minimal variation throughout. The species of trees/shrubs/etc. must be approved by the Developer.

10) SPECIAL REGULATIONS

- a. Separate or divided ownership of each residential unit and/or commercial unit is permitted in the Park Place City Center District.
- b. There may be additional guidelines covered in the covenants provided by the Developer.
- c. Special events are expected and will be permitted such as, but not limited to concerts, fireworks, farmers market, festivals, etc.

CITY OF TIFFIN ORDINANCE NO. 2025-523

AN ORDINANCE REZONING GROVE PARK AREA, TIFFIN, IOWA, FROM PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MULTI-FAMILY 12-PLEX RESIDENTIAL DISTRICT (OPD/R-12) AND PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MIXED USE COMMERCIAL DISTRICT (OPD/C-1B) TO A PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MULTI-FAMILY 4-PLEX RESIDENTIAL DISTRICT (OPD/R-4) FOR GROVE PARK, TIFFIN, IOWA

BE IT ENACTED BY THE CITY COUNCIL OF TIFFIN, IOWA:

Section 1. Purpose. The purpose of this ordinance is to rezone property, at the request of the applicant, Pace Construction, LLC, known as LOT 30 of Tiffin East, Tiffin, Iowa, in accordance with the recorded plat thereof, containing 5.86 acres and subject to easements and restrictions of record, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4), consisting of rowhomes totaling 56 units as shown on the attached documents. Such property to be known as Grove Park Rowhomes.

Section 2. Amendment. The following legally described property:

BEGINNING at the Southeast corner of Lot 30 of Tiffin East, Tiffin, Iowa, in accordance with the Plat thereof recorded in Plat Book 34, at Page 6, in the records of the Johnson County Recorder's Office; Thence S86°49'30"W, along the South line of said Lot 30, a distance of 371.22 feet; Thence N87°01'33"W, along said South line, 61.88 feet; Thence N52°57'00"W, along a Southwesterly line of said Lot 30, a distance of 46.08 feet; Thence N19°28'27"W, along said Southwesterly line, 46.08 feet; Thence N02°44'11"W, along the West line of said Lot 30, a distance of 219.75 feet; Thence N89°00'54"E, 490.12 feet, to a point on the East line of said Lot 30; Thence S00°56'06"E, along said East line, 157.12 feet; Thence S01°07'59"E, along said East line, 124.71 feet, to said POINT OF BEGINNING, containing 3.20 acres, and subject to easements and restrictions of record.

shall be changed from zoning classification Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) to Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4), that the official zoning map of the City be amended to reflect the change described herein. Approval of this zoning classification change is subject to Council

approval of a Developer's Agreement as required by City, Planned Development Overlay District Agreement(s) as required by City, compliance with the requirements of the Tiffin Zoning Code - Planned Development Overlay District, and the Developer executing all easement agreements the City may require.

Section 3. Amendment. The following legally described property:

LOT 30 OF TIFFIN EAST, TIFFIN, JOHNSON COUNTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 34, AT PAGE 6, IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE,

EXCEPTING THEREFROM,

BEGINNING at the Southeast corner of Lot 30 of Tiffin East, Tiffin, Iowa, in accordance with the Plat thereof recorded in Plat Book 34, at Page 6, in the records of the Johnson County Recorder's Office; Thence S86°49'30"W, along the South line of said Lot 30, a distance of 371.22 feet; Thence N87°01'33"W, along said South line, 61.88 feet; Thence N52°57'00"W, along a Southwesterly line of said Lot 30, a distance of 46.08 feet; Thence N19°28'27"W, along said Southwesterly line, 46.08 feet; Thence N02°44'11"W, along the West line of said Lot 30, a distance of 219.75 feet; Thence N89°00'54"E, 490.12 feet, to a point on the East line of said Lot 30; Thence S00°56'06"E, along said East line, 157.12 feet; Thence S01°07'59"E, along said East line, 124.71 feet, to said POINT OF BEGINNING, containing 3.20 acres, and subject to easements and restrictions of record.

shall be changed from zoning classification Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4), that the official zoning map of the City be amended to reflect the change described herein. Approval of this zoning classification change is subject to Council approval of a Developer's Agreement as required by City, Planned Development Overlay District Agreement(s) as required by City, compliance with the requirements of the Tiffin Zoning Code - Planned Development Overlay District, and the Developer executing all easement agreements the City may require.

Section 4. Certification and Recording. Upon passage and approval of this ordinance, the City Clerk is hereby authorized and directed to certify a copy of this ordinance and to record the same, at the office of the County Recorder of Johnson County, Iowa, at the owner's expense, all as provided by law.

Section 5. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

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

Section 7. Effective Date. This ordinance shall be in effect after its final passage, approval, and posting as provided by law.

On the 2nd day of December 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson Havens introduced Ordinance No. 2025-523, and moved that it be given its first reading. The motion was seconded by Councilperson Orris.

Ayes: Havens, Orris, Olney, Schnedler, Limkemann.

Nays: None.

Five members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-523, was read the first time, discussed, and placed on record.

On the 16th day of December 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson Havens introduced Ordinance No. 2025-523, and moved that it be given its second reading. The motion was seconded by Councilperson Orris.

Ayes: Orris, Olney, Schnedler, Limkemann, Havens.

Nays: None.

Five members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and Ordinance No. 2025-523, was read the second time and discussed and placed on record.

On the 6th day of January 2026, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced Ordinance No. 2025-523, and moved that it be given its third and last reading. The motion was seconded by Councilperson _____.

Ayes:

Nays:

_____ members of the Council being present and having voted "Aye", Mayor Tim Kasperek declared the motion carried, and the ordinance was passed and adopted.

Whereupon the Mayor declared that Ordinance No. 2025-523 be adopted and signified his approval of same by fixing his signature thereto. Passed by the Council on the _____ day of _____ 2026 and approved by the Mayor on the _____ day of _____ 2026.

CITY OF TIFFIN, IOWA:

By: _____
Tim Kasperek, Mayor

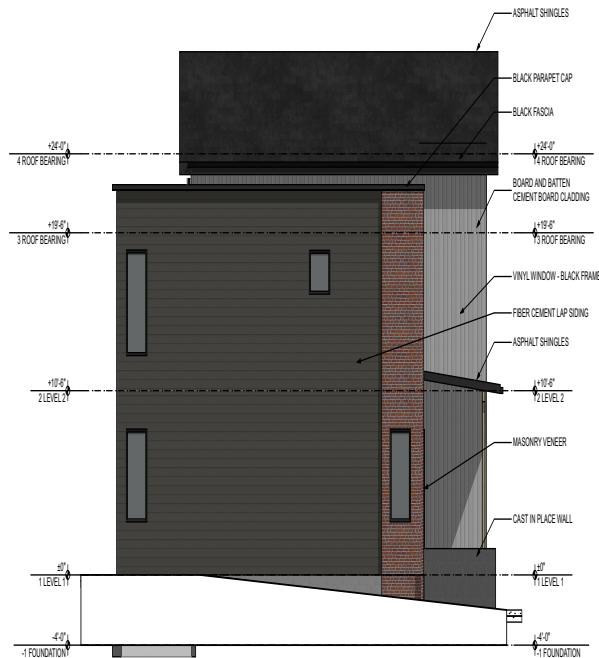
ATTEST:

Abigail Hora, City Clerk

I, Abigail Hora, City Clerk of the City of Tiffin, Iowa, state that an ordinance entitled AN ORDINANCE REZONING GROVE PARK AREA, TIFFIN, IOWA, FROM PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MULTI-FAMILY 12-PLEX RESIDENTIAL DISTRICT (OPD/R-12) AND PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MIXED USE COMMERCIAL DISTRICT (OPD/C-1B) TO A PLANNED DEVELOPMENT OVERLAY CONCEPT AND SITE DISTRICT/MULTI-FAMILY 4-PLEX RESIDENTIAL DISTRICT (OPD/R-4) FOR GROVE PARK, TIFFIN, IOWA, and known as No. 2025-523 was duly passed by the Council on the _____th day of _____ 2026, and signed by the Mayor on the _____th day of _____ 2026, and published on the _____th day of _____ 2026, by posting copies thereof in three public places within the limits of the City of Tiffin, Iowa. That I posted copies of Ordinance No. 2025-523 in the following places:

The Depot, Tiffin, Iowa
Casey's, Tiffin, Iowa
Solon State Bank, Tiffin, Iowa

Abigail Hora, City Clerk



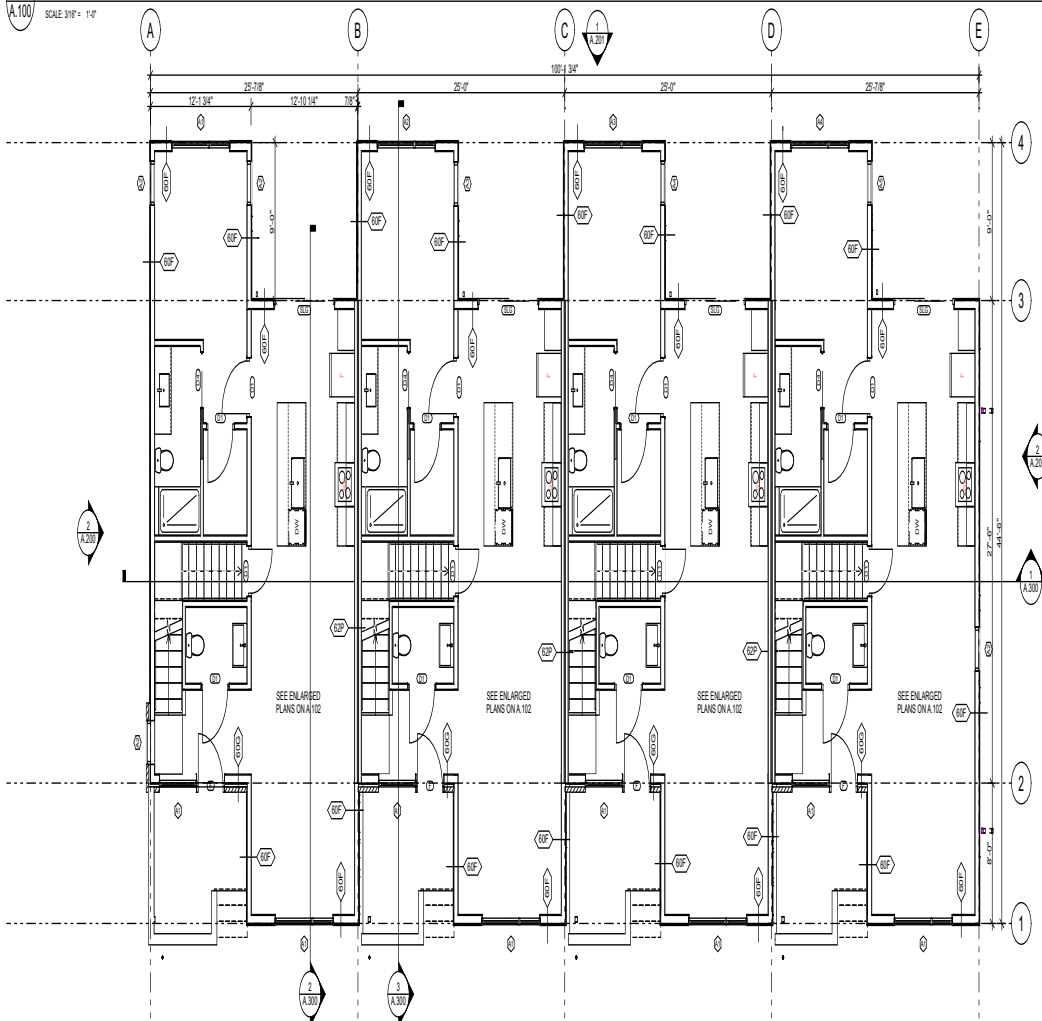
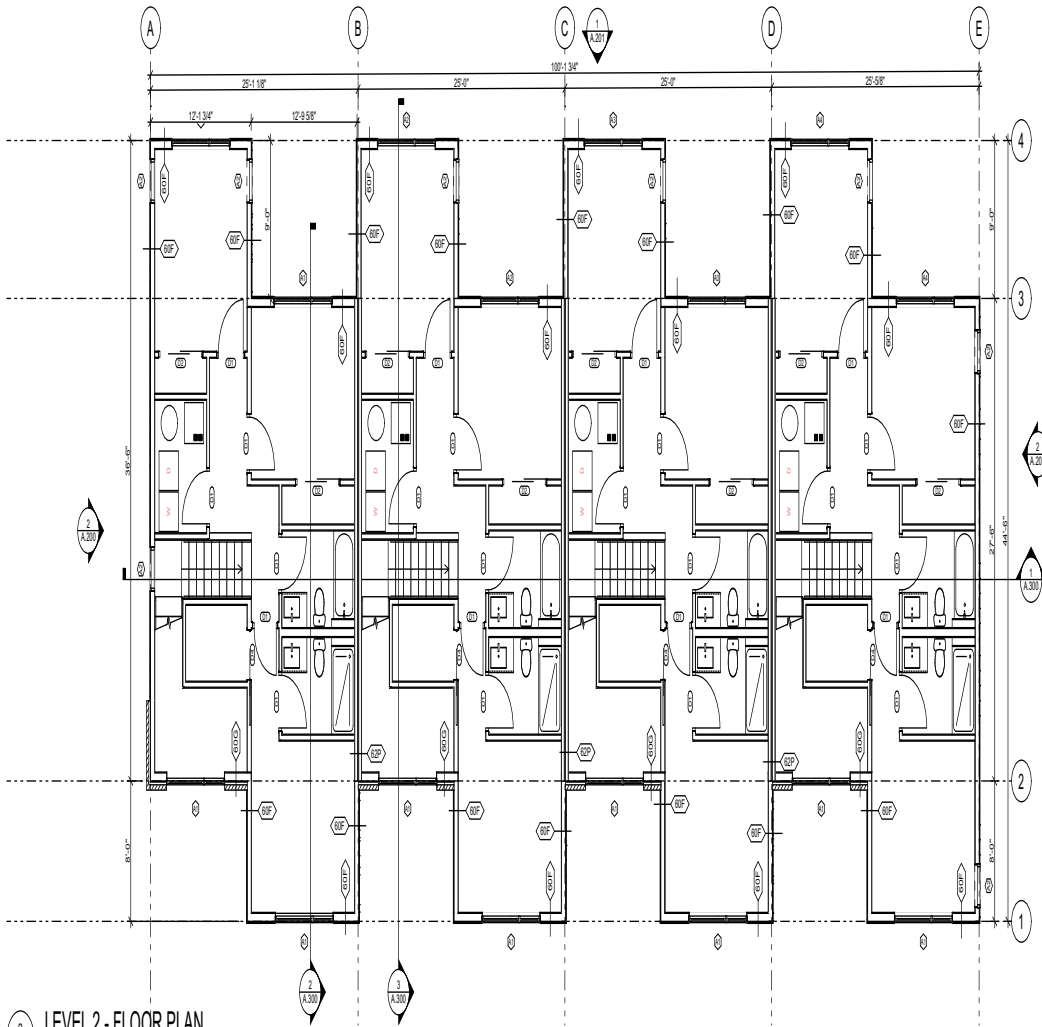
2 WEST ELEVATION
SCALE 3/8" = 1'-0"



1 SOUTH ELEVATION
SCALE 3/8" = 1'-0"

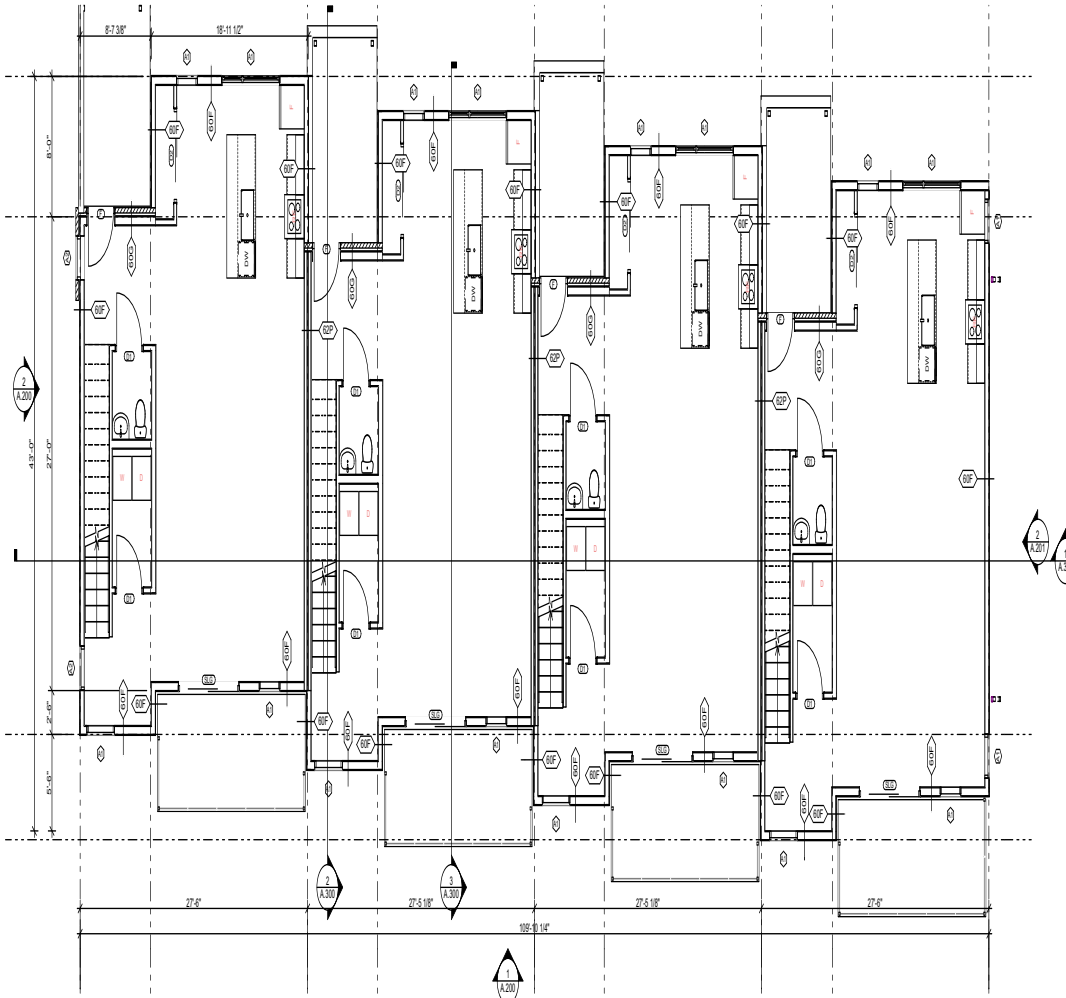
GENERAL NOTES

1. ARCHITECTURAL 0'-0" = 100.00 CIVIL FFE OF LOBBY
2. INTERIOR DIMENSIONS ARE TO FACE OF STUD (ONE SIDE) OF DEMISING + CORRIDOR WALLS UNLESS NOTED OTHERWISE AND CENTERLINE OF OPENINGS
3. EXTERIOR DIMENSIONS ARE TO EXTERIOR FACE OF SHEATHING, UNLESS NOTED OTHERWISE, AND CENTERLINE OF OPENINGS
4. ALL GNB WALLS AND CEILINGS TO BE PAINTED P1 UNLESS NOTED OTHERWISE
5. ALL GNB WALLS TO HAVE RUBBER BASE UNLESS NOTED OTHERWISE
6. KEY SPACES ARE DESCRIBED ON ENLARGED PLAN SHEETS, REFERENCED FROM THE OVERALL FLOOR PLAN
7. REFER TO A.501 FOR HORIZONTAL AND VERTICAL ASSEMBLY INFORMATION
8. REFER TO A.601 FOR WINDOW ELEVATIONS, WINDOW TAGS REFER TO THESE ELEVATIONS
9. REFER TO A.601 FOR ROOM FINISH + DOOR SCHEDULES
10. ALL EXTERIOR WALLS TO EXTEND TO UNDERSIDE OF SHEATHING ABOVE
11. ALL CEILING MATERIAL SHEIGHTS ATTACH TO UNDERSIDE OF FLOOR/ROOF STRUCTURE UNLESS NOTED OTHERWISE. CEILING HEIGHTS ARE INDICATED OFF OF ASSOCIATED FLOOR LEVEL
12. ALL WALLS 80A UNLESS NOTED OTHERWISE ON RESIDENTIAL FLOORS
13. ALL SITE WORK INDICATED ON THE ARCHITECTURAL DRAWINGS ARE FOR GENERAL REFERENCE ONLY. REFER TO CIVIL DRAWINGS FOR COMPLETE SITE SCOPE AND DETAILING

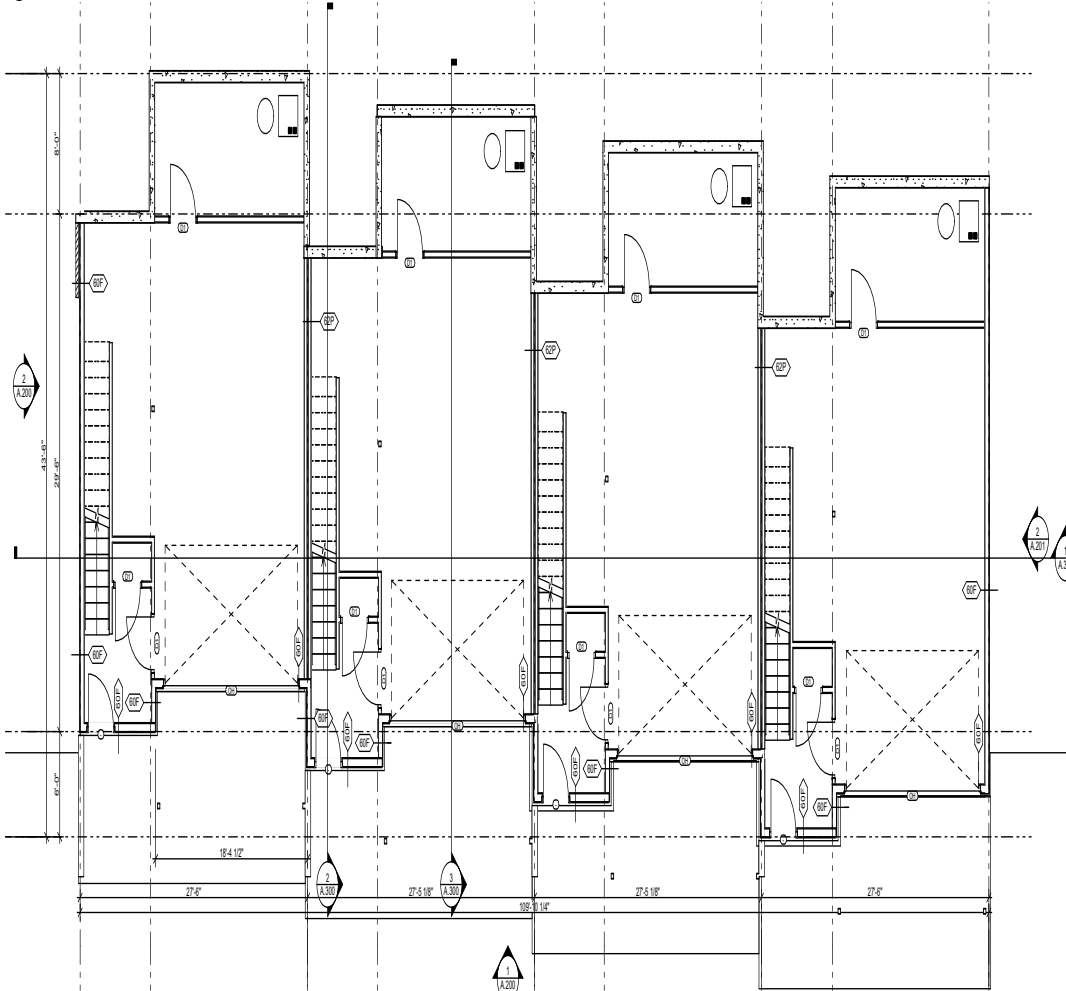


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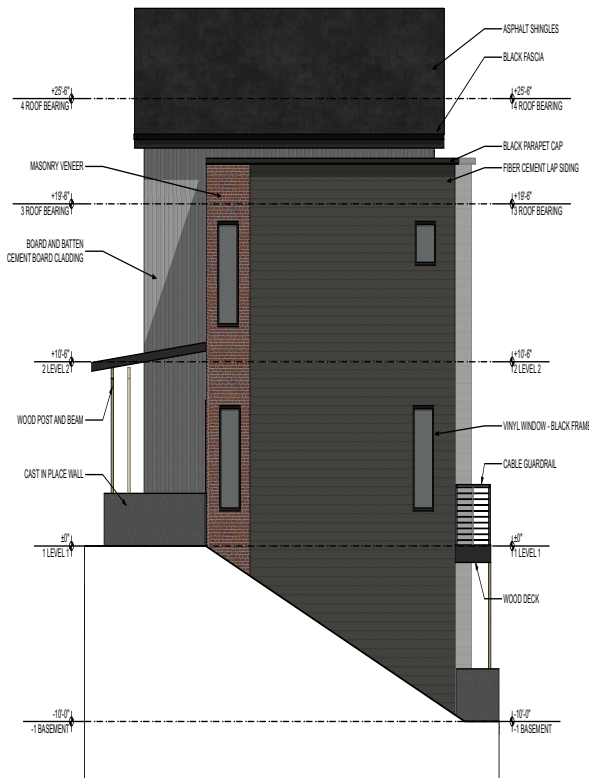
2 LEVEL 1 - FLOOR PLAN
SCALE 3/16" = 1'-0"



1 BASEMENT - FLOOR PLAN
SCALE 3/16" = 1'-0"

GENERAL NOTES

1. ARCHITECTURAL 0' 0" = 100.00 CIVIL P.E. OF LOBBY
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2 WEST ELEVATION
A.200 SCALE 3/8" = 1'-0"



1 SOUTH ELEVATION
A.200 SCALE 3/8" = 1'-0"

GENERAL NOTES

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2024.07	SD CHECKSET	2025.05.28
NO.	REVISION	DESCRIPTION
		DATE

BUILDING
ELEVATIONS

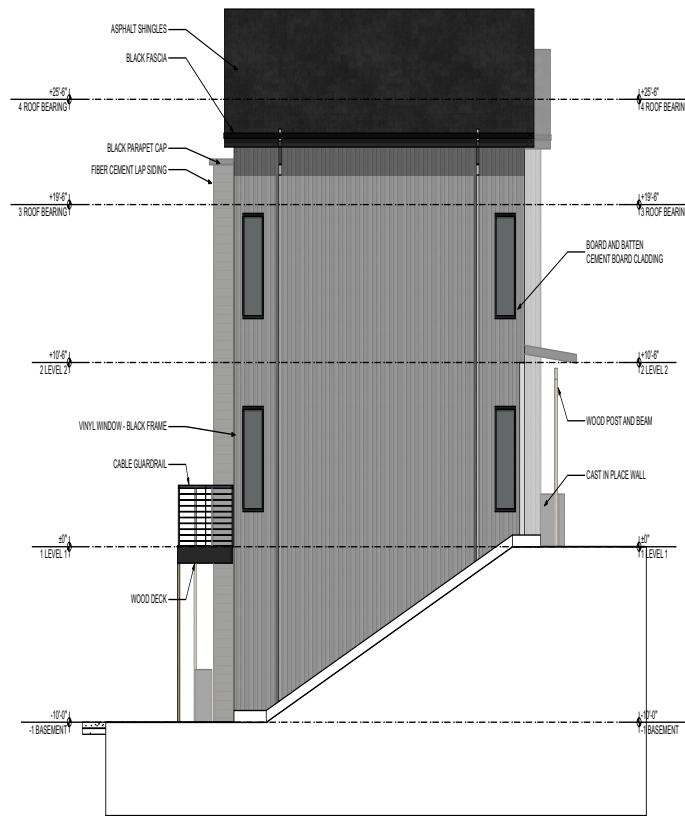
2024.07

SD CHECKSET
2025.05.28

REVISION SCHEDULE
NO. DESCRIPTION DATE

BUILDING
ELEVATIONS

A.201



2 EAST ELEVATION
A.201 SCALE 3/16" = 1'-0"



1 NORTH ELEVATION
A.201 SCALE 3/16" = 1'-0"

GENERAL NOTES

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2024.07

SD CHECKSET

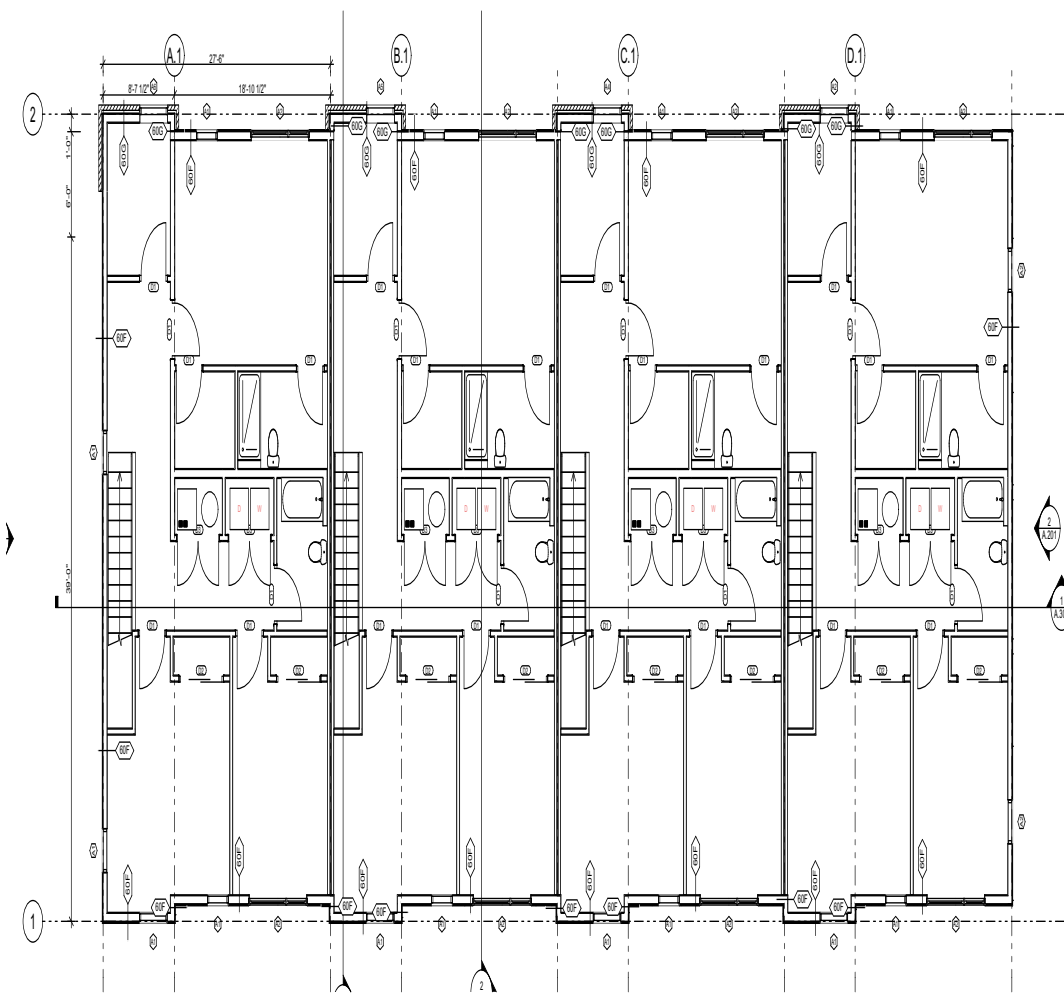
2025.05.28

REVISION SCHEDULE

NO. DESCRIPTION DATE

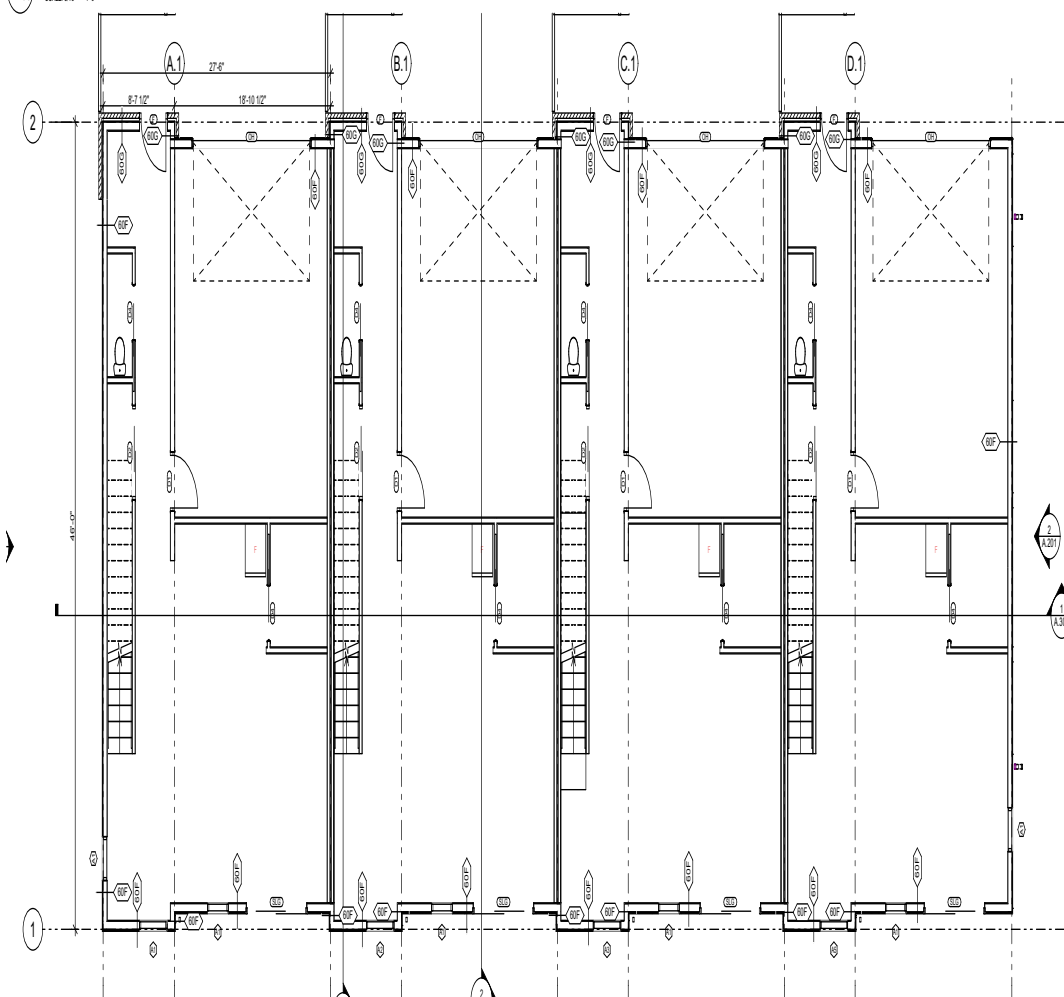
FLOOR PLANS

A.100



LEVEL 2 - FLOOR PLAN

SCALE: 3/16" = 1'-0"

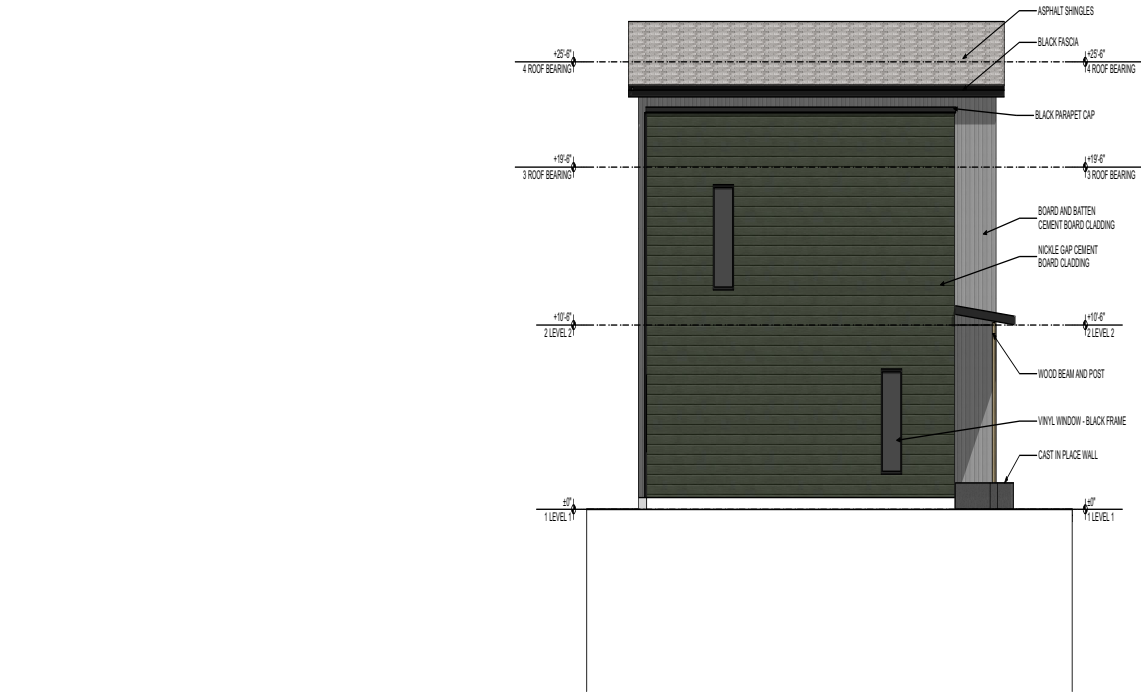


LEVEL 1 - FLOOR PLAN

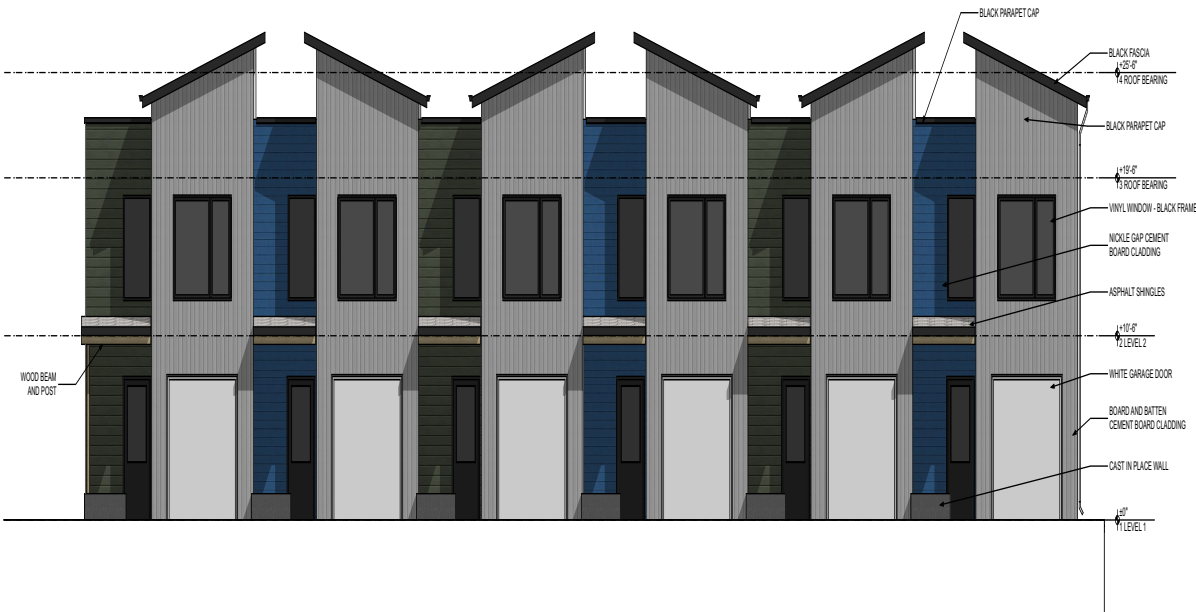
SCALE: 3/16" = 1'-0"

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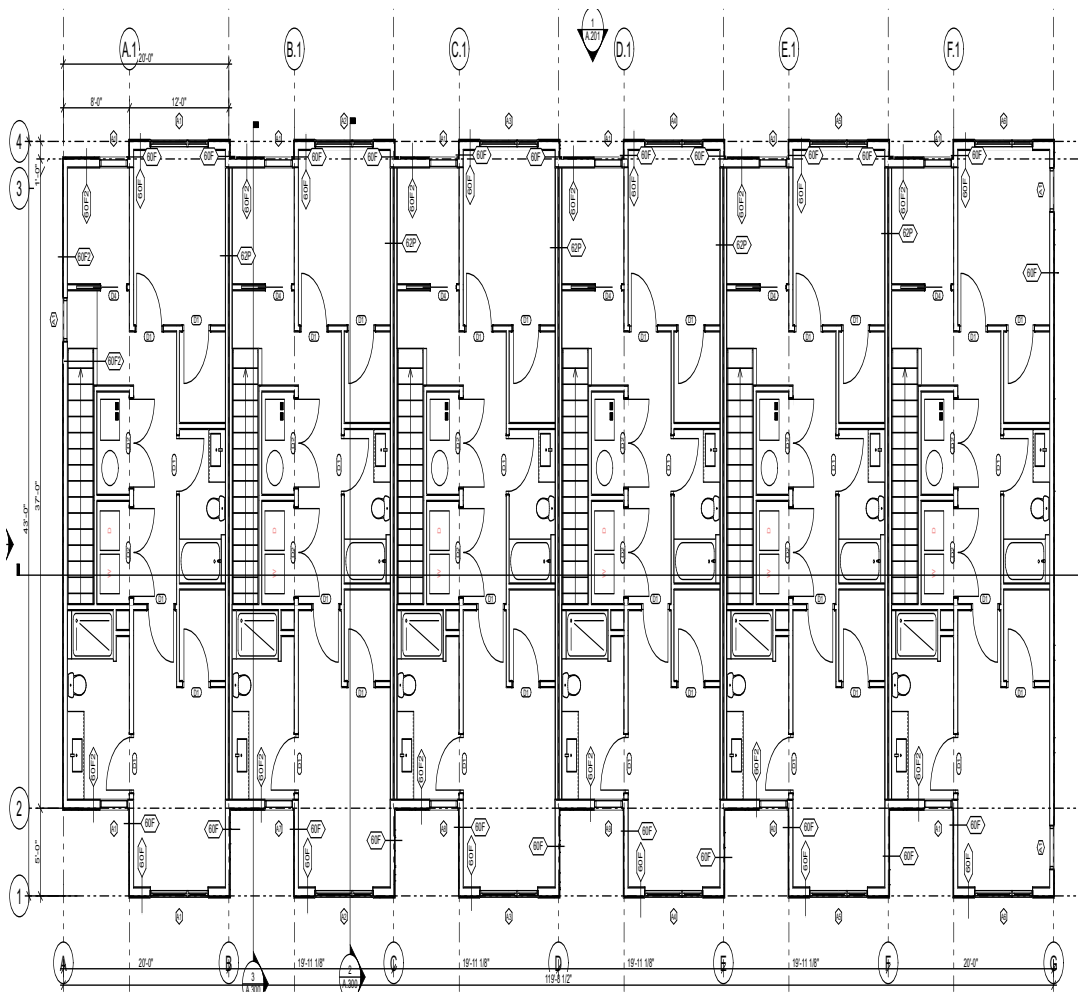
2 WEST ELEVATION
SCALE: 3/16" = 1'-0"



1 SOUTH ELEVATION
SCALE: 3/16" = 1'-0"

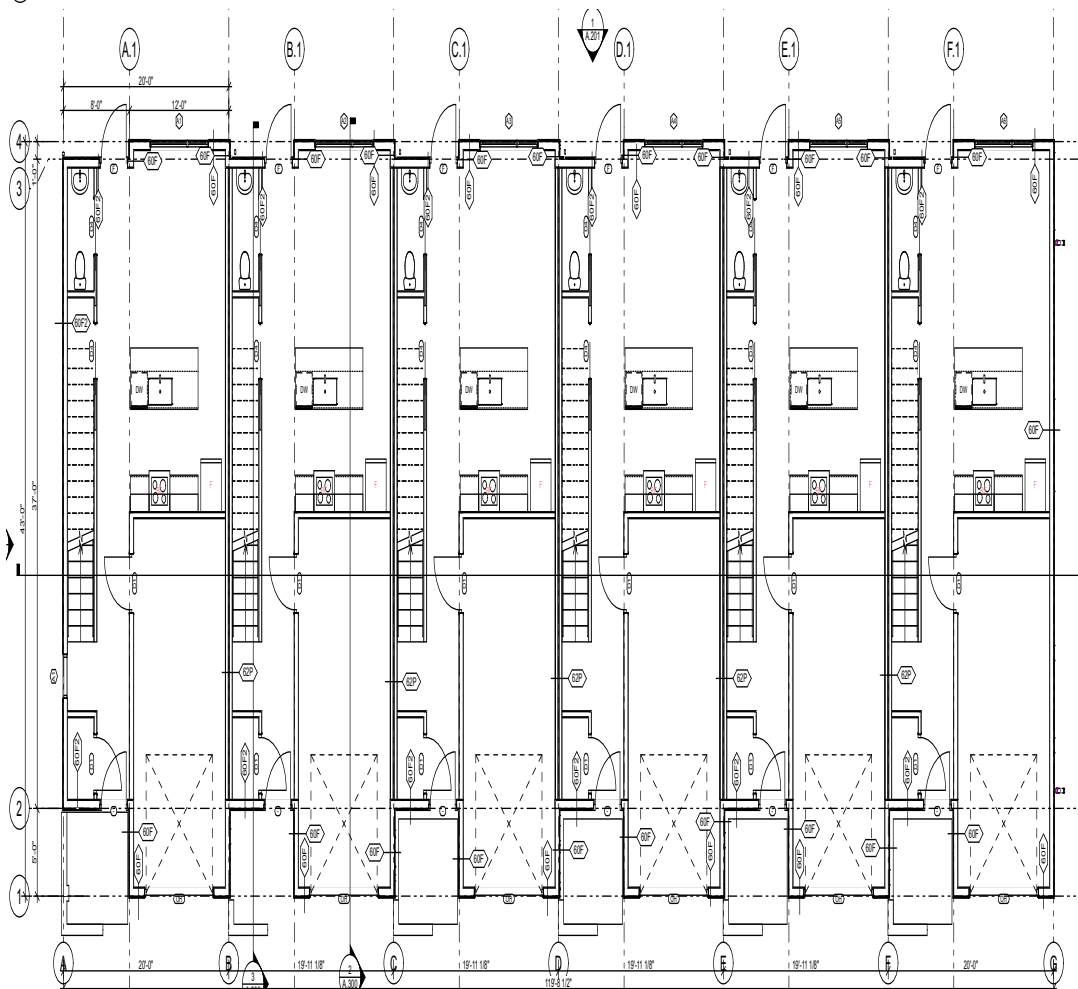
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2 LEVEL 2 - FLOOR PLAN

A.100 SCALE 3/16" = 1'-0"

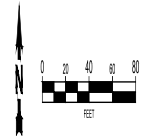
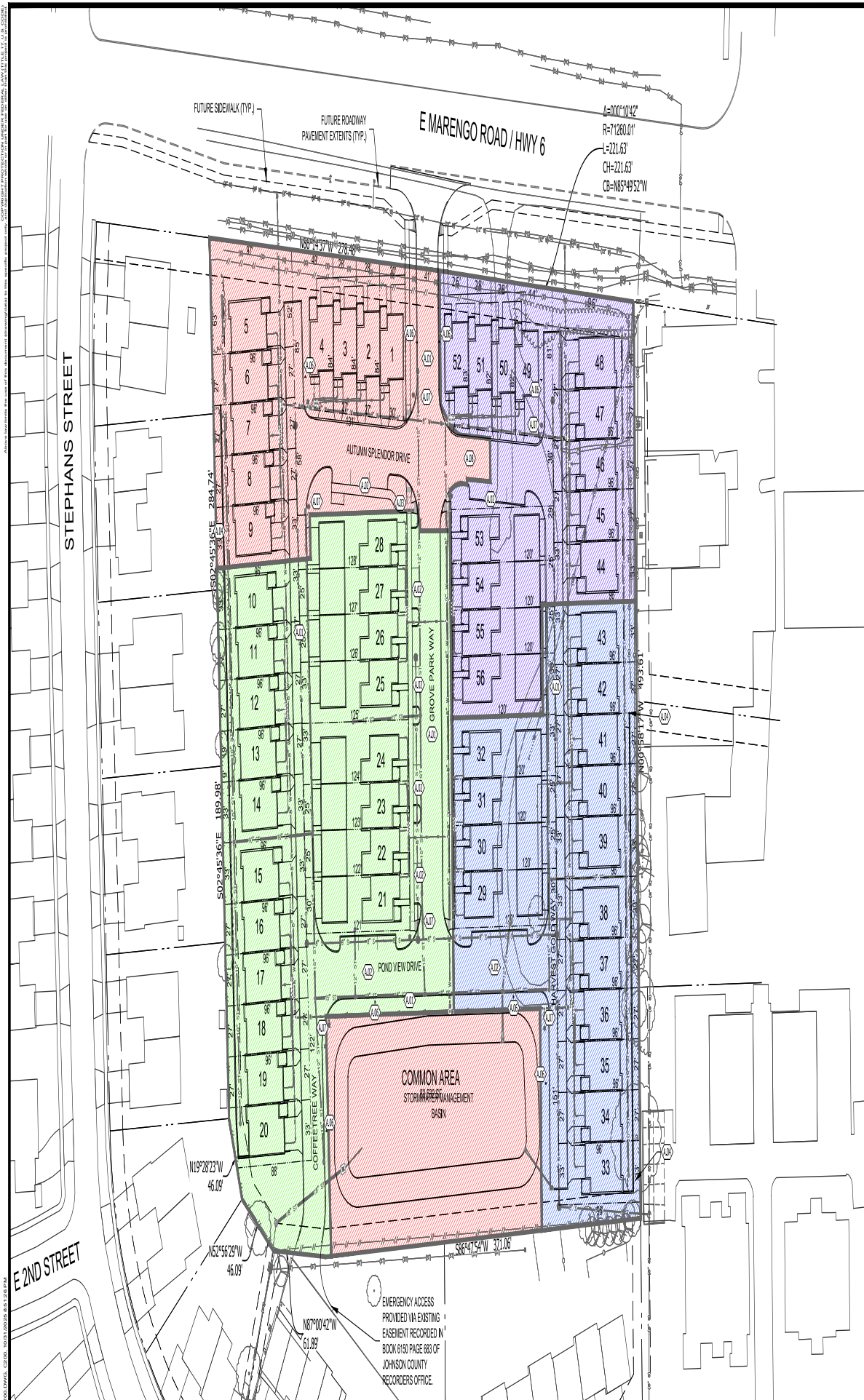


1 LEVEL 1 - FLOOR PLAN

A.100 SCALE 3/16" = 1'-0"

GENERAL NOTES

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KEYNOTES:

- (A.01) POC ROADWAY PAVEMENT (P)
- (A.02) POC PARKING LANE PAVEMENT (P)
- (A.03) POC SIDEWALK
- (A.04) RETAINING WALL, REFER TO SHEET C400.
- (A.05) RETAINING WALL, REFER TO SHEET C401.
- (A.06) NO PARKING - FIRE LANE'S SIGN
- (A.07) STREET LIGHT
- (A.08) PAVED TURN ARROUND MEETING INTERNATIONAL FIRE CODE (IFC) TO BE CONSTRUCTED AS PART OF PHASE IMPROVEMENTS.

PHASE	UNITS
PHASE 1	STORM WATER BASIN & 1 - 9
PHASE 2	10 - 28
PHASE 3	29 - 43
PHASE 4	44 - 56

NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FOR CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, WORK IN THE RIGHT-OF-WAY PERMIT FROM IOWA DOT.
- THE DEVELOPER AND CONTRACTOR ACKNOWLEDGE THAT HIGHWAY 6 WILL BE RECONSTRUCTED AT SOME FUTURE TIME. THIS RECONSTRUCTION MAY REQUIRE MODIFICATIONS TO THE ENTRANCE DRIVE PAVEMENT. ADDITIONAL APPROVALS MAY BE REQUIRED BY THE CITY OF TIFFIN FOR DESIGN CHANGES NEEDED TO ACCOMMODATE THIS FUTURE CONSTRUCTION.

H	ADDRESS CITY COMMENTS	10-31-25
G	ADDRESS CITY COMMENTS	10-13-25
F	REVISED SITE PLAN	09-29-25
E	REVISED PHASING & UTILITY LAYOUT	09-29-25
D.1	REVISED PARKING CALCULATIONS	08-14-25
NO.	REVISION	DATE



CLIENT
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

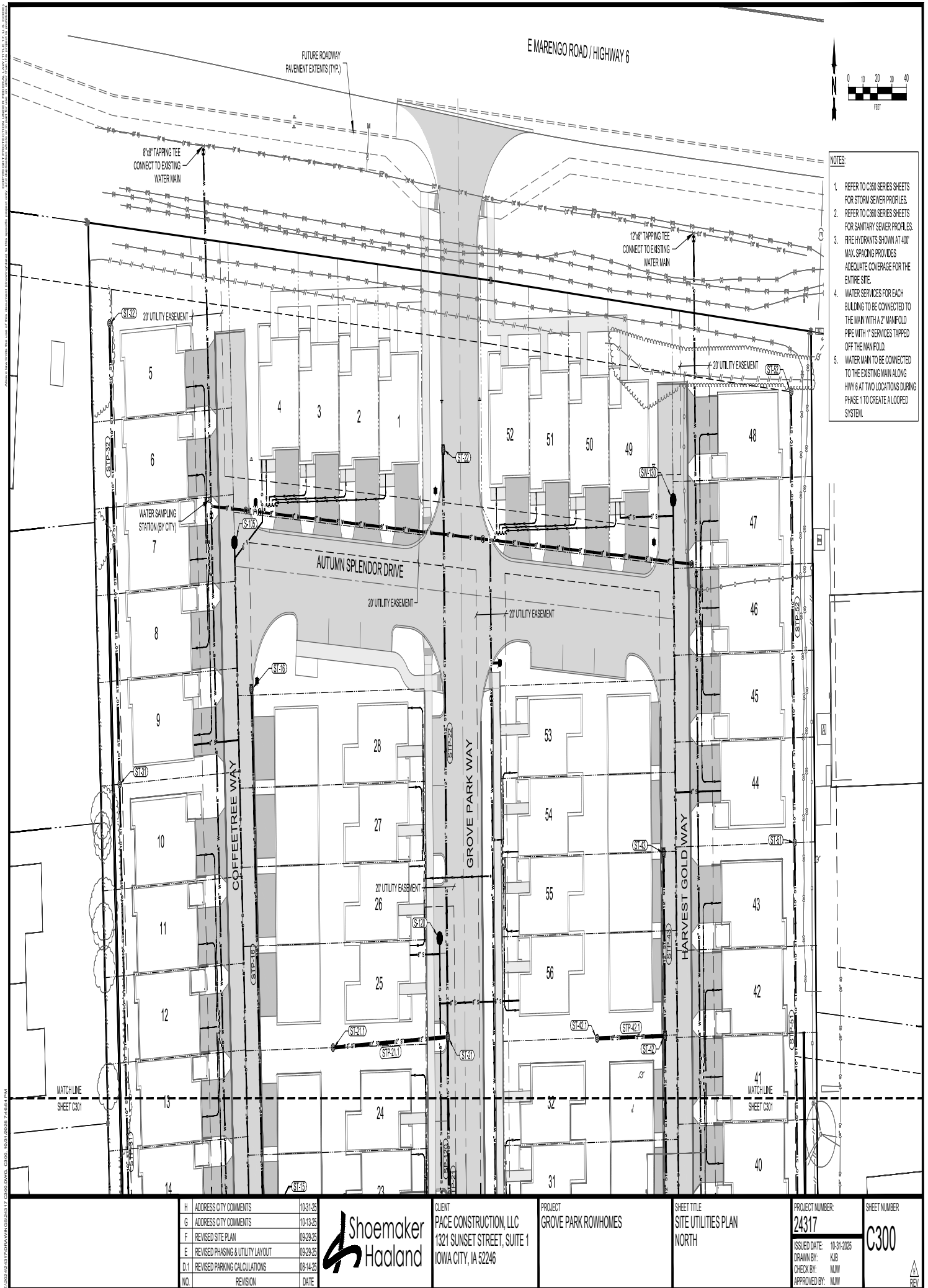
PROJECT
GROVE PARK ROWHOMES

SHEET TITLE
SITE LAYOUT PLAN

PROJECT NUMBER
24317
ISSUED DATE: 10-31-2025
DRAWN BY: KJB
CHECK BY: MAW
APPROVED BY: MAW

SHEET NUMBER
C200





- NOTES:
1. REFER TO C301 SERIES SHEETS FOR STORM SEWER PROFILES.
 2. REFER TO C301 SERIES SHEETS FOR SANITARY SEWER PROFILES.
 3. FIRE HYDRANTS SHOWN AT 400' MAX. SPACING PROVIDES ADEQUATE COVERAGE FOR THE ENTIRE SITE.
 4. WATER SERVICES FOR EACH BUILDING TO BE CONNECTED TO THE MAIN WITH A 2" MANIFOLD PIPE WITH 1" SERVICES TAPPED OFF THE MANIFOLD.
 5. WATER MAIN TO BE CONNECTED TO THE EXISTING MAIN ALONG HWY 6 AT TWO LOCATIONS DURING PHASE 1 TO CREATE A LOOPED SYSTEM.

H	ADDRESS CITY COMMENTS	10-31-25
G	ADDRESS CITY COMMENTS	10-13-25
F	REVISED SITE PLAN	09-29-25
E	REVISED PHASING & UTILITY LAYOUT	09-29-25
D.1	REVISED PARKING CALCULATIONS	08-14-25
NO.	REVISION	DATE



CLIENT
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

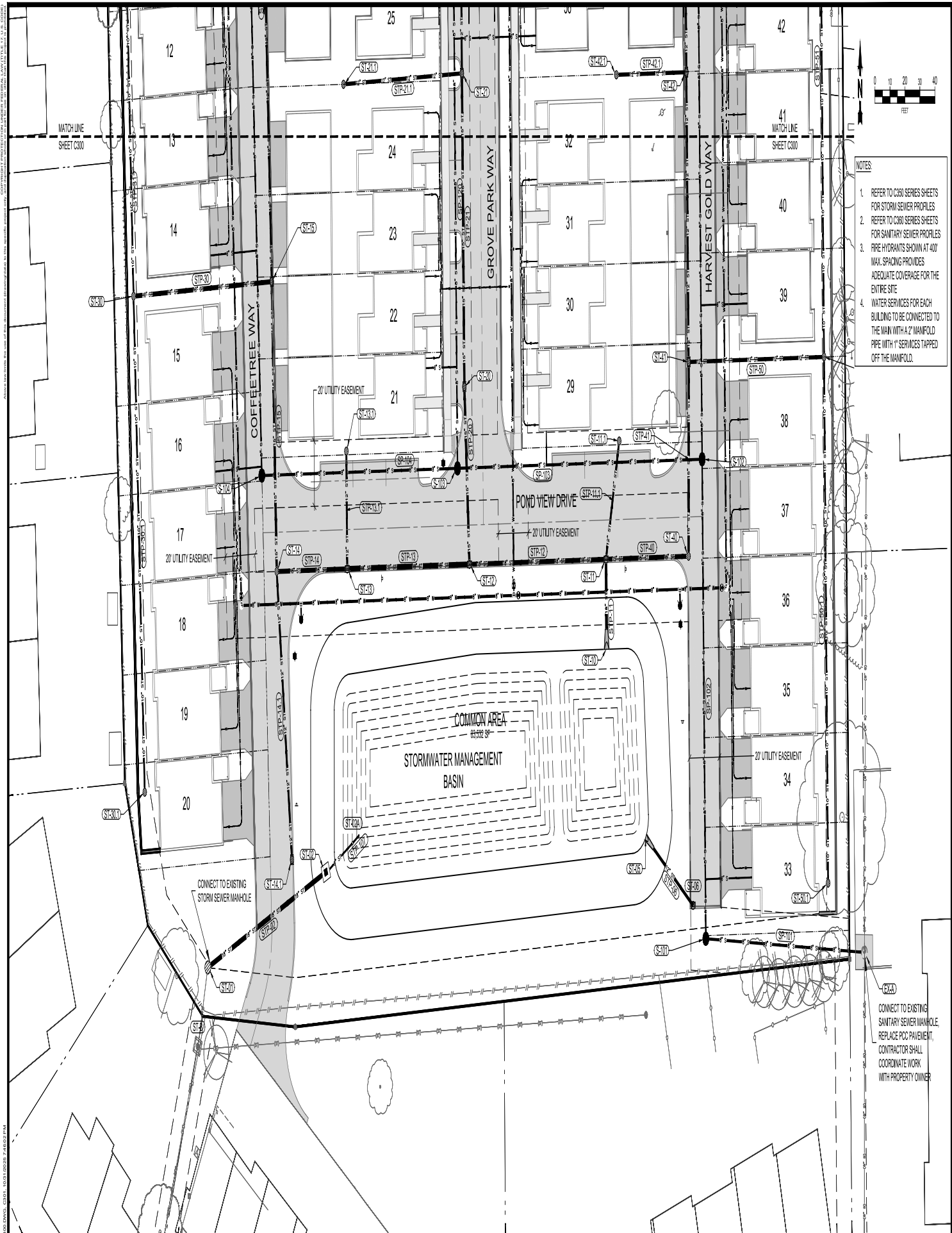
PROJECT
GROVE PARK ROWHOMES

SHEET TITLE
SITE UTILITIES PLAN
NORTH

PROJECT NUMBER:
24317
ISSUED DATE: 10-31-2025
DRAWN BY: KJB
CHECK BY: MAW
APPROVED BY: MAW

SHEET NUMBER
C300





- NOTES
1. REFER TO C301 SERIES SHEETS FOR STORM SEWER PROFILES
 2. REFER TO C301 SERIES SHEETS FOR SANITARY SEWER PROFILES
 3. FIRE HYDRANTS SHOWN AT 400' MAX. SPACING PROVIDES ADEQUATE COVERAGE FOR THE ENTIRE SITE
 4. WATER SERVICES FOR EACH BUILDING TO BE CONNECTED TO THE MAIN WITH A 2" MANIFOLD PIPE WITH 1" SERVICES TAPPED OFF THE MANIFOLD.

H	ADDRESS CITY COMMENTS	10-31-25
G	ADDRESS CITY COMMENTS	10-13-25
F	REVISED SITE PLAN	09-29-25
E	REVISED PHASING & UTILITY LAYOUT	09-29-25
D.1	REVISED PARKING CALCULATIONS	08-14-25
NO.	REVISION	DATE



CLIENT
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

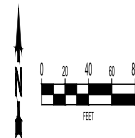
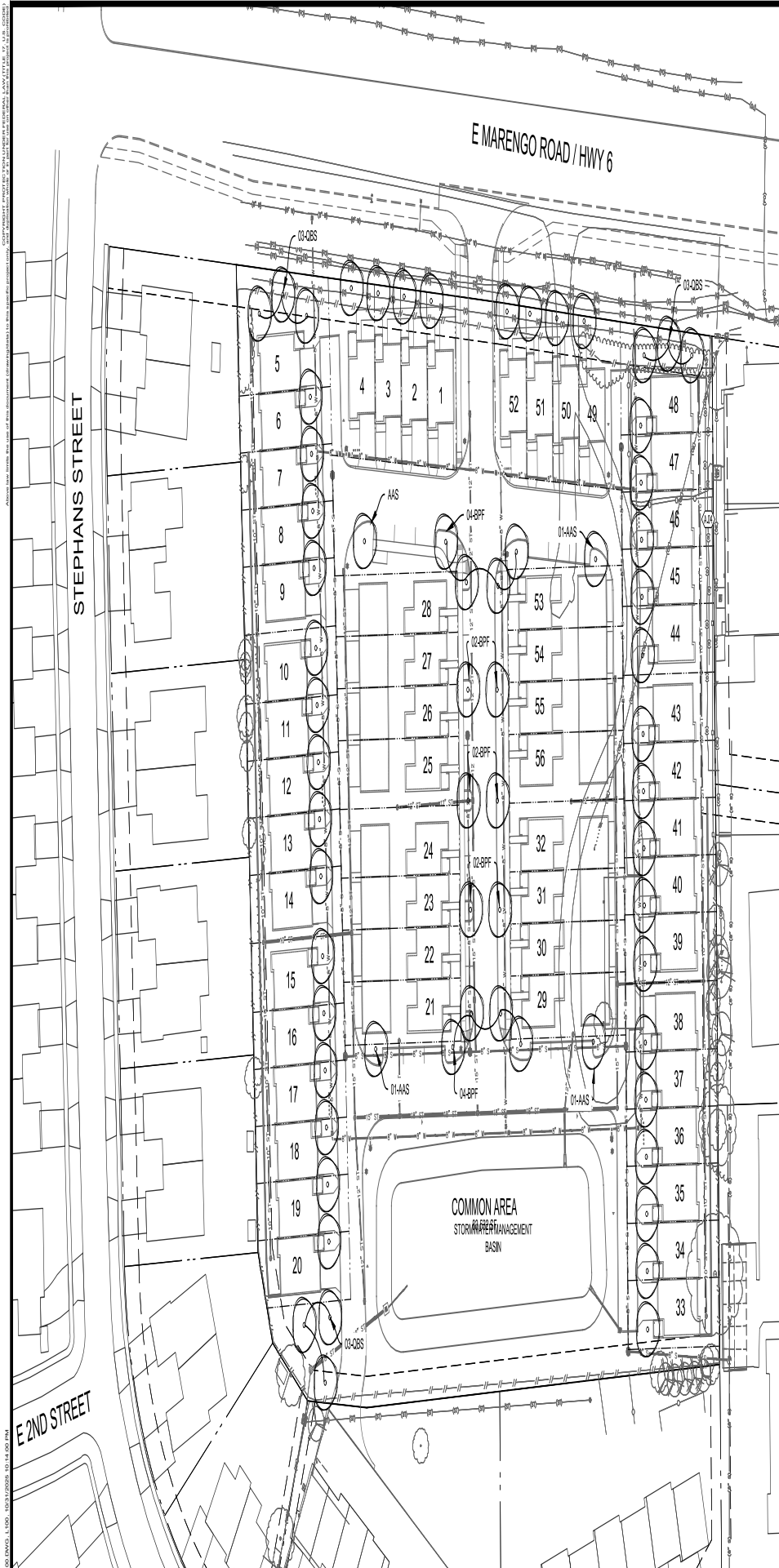
PROJECT
GROVE PARK ROWHOMES

SHEET TITLE
SITE UTILITIES PLAN
SOUTH

PROJECT NUMBER:
24317
ISSUED DATE: 10-31-2025
DRAWN BY: KJB
CHECK BY: MAW
APPROVED BY: MAW

SHEET NUMBER
C301





NOTES:

1. TREES ON THE PLAN THAT HAVE A QUANTITY AND TYPE SPECIFIED WILL BE PLANTED BY THE DEVELOPER PRIOR TO OCCUPANCY OF THE ADJACENT UNITS.
2. TREES WITHOUT A QUANTITY AND TYPE SPECIFIED SHALL BE CHOSEN FROM THE "HOMEOWNER OPTIONS" LIST INCLUDED BELOW.
3. EACH UNIT SHALL HAVE A TREE PLANTED IN THE FRONT YARD AS SHOWN. THE TREES SHALL BE SELECTED FROM THE "HOMEOWNER OPTIONS" LIST INCLUDED BELOW. UNITS 21 - 32 AND 53 - 56 ARE EXEMPT FROM THIS REQUIREMENT BECAUSE THE TREES FOR THESE UNITS WILL BE PLANTED IN THE PARKWAY AS SHOWN BY THE DEVELOPER.

SPECIFIED TREES

ID	QTY	BOTANICAL / COMMON NAME	ROOT	NOTES
AAS	4	Aesculus "Autumn Splendor" AUTUMN SPLENDOR BUCKEYE	BB	30' - 45' H x 30' - 35' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
BPF	14	Betula papyrifera "Fargo" DAKOTA PINNACLE DAKOTA PINNACLE BIRCH	BB	30' - 40' H x 25' - 35' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
CBS	9	Quercus bicolor SWAMP WHITE OAK	BB	50' - 75' H x 60' - 80' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE

HOMEOWNER OPTIONS

ID	BOTANICAL / COMMON NAME	ROOT	NOTES
AAS	Aesculus "Autumn Splendor" AUTUMN SPLENDOR BUCKEYE	BB	30' - 45' H x 30' - 35' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
BPF	Betula papyrifera "Fargo" DAKOTA PINNACLE DAKOTA PINNACLE BIRCH	BB	30' - 40' H x 25' - 35' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
CBF	Carpinus betulus "Fastigata" COMMON HORNBEAM	BB	30' - 40' H x 20' - 30' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
COH	Calix occidentalis "Prairie Pride" HACKBERRY	BB	40' - 50' H x 40' - 60' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
GDE	Gymnocladus dioica "Espresso" KENTUCKY COFFEETREE	BB	40' - 50' H x 25' - 35' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
NSB	Nyssa sylvatica BLACK GLIM	BB	30' - 50' H x 20' - 30' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
CBS	Quercus bicolor SWAMP WHITE OAK	BB	50' - 75' H x 60' - 80' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
QRL	Quercus rubra "Long" RED OAK	BB	60' - 75' H x 45' - 50' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
QWV	Quercus x w. var. "Long" REGAL PRINCE REGAL PRINCE OAK	BB	40' - 60' H x 20' - 25' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE
TMH	Tilia mongolica "Harvest Gold" MONGOLIAN LINDEN	BB	25' - 45' H x 20' - 30' W; MIN 1.5" TRUNK DIA. @ 6' ABOVE GRADE

H	ADDRESS CITY COMMENTS	10-31-25
G	ADDRESS CITY COMMENTS	10-13-25
F	REVISED SITE PLAN	09-29-25
E	REVISED PHASING & UTILITY LAYOUT	09-29-25
D.I	REVISED PARKING CALCULATIONS	08-14-25
NO.	REVISION	DATE



CLIENT
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

PROJECT
GROVE PARK ROW HOMES

SHEET TITLE
LANDSCAPE PLAN

PROJECT NUMBER
24317
ISSUED DATE: 10-31-2025
DRAWN BY: KJB
CHECK BY: MJW
APPROVED BY: MJW

SHEET NUMBER
L100



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H

ADDRESS CITY COMMENTS

10-31-25

G

ADDRESS CITY COMMENTS

10-13-25

F

REVISED SITE PLAN

09-29-25

E

REVISED PHASING & UTILITY LAYOUT

09-29-25

D.1

REVISED PARKING CALCULATIONS

08-14-25

NO.

REVISION

DATE

CLIENT

PACE CONSTRUCTION, LLC

1321 SUNSET STREET, SUITE 1

IOWA CITY, IA 52246

PROJECT

GROVE PARK ROWHOMES

SHEET TITLE

PRELIMINARY PLAT

PROJECT NUMBER

24317

ISSUED DATE

10-31-2025

DRAWN BY

KJB

CHECK BY

MAW

APPROVED BY

MAW

SHEET NUMBER

1 of 3

LEGAL DESCRIPTION

LOT 30, TIFFIN EAST, TIFFIN, IOWA ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 34 PAGE 6, PLAT RECORDS OF JOHNSON COUNTY.

APPLICANT INFORMATION

PROPERTY OWNER
443 MARENGO LC

DEVELOPER
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

CIVIL ENGINEER
SHOEMAKER AND HAALAND
MICHAEL J. VELCH, PE
160 HOLIDAY ROAD
CORALVILLE, IA 52241
319-361-7150

PROPERTY INFORMATION

CURRENT ZONING
NEIGHBORHOOD COMMERCIAL DISTRICT - C1-B

PROPOSED ZONING
PLANNED OVERLAY DISTRICT - OPD
UNDERLYING ZONE - R-S

PROPERTY AREA
255,097 SF
5.86 AC

OPD PROPERTY INFORMATION

MINIMUM DIMENSIONS	
LOT AREA	2,200 SF
LOT WIDTH	27 FEET
LOT DEPTH	80 FEET
DRIVEWAY LENGTH (TO BACK OF CURB)	20 FEET
SIDE YARD	10 FEET
BUILDING SETBACK - PRINCIPAL USE	10 FEET
BUILDING SETBACK - ACCESSORY USE	5 FEET
REAR SETBACK	15 FEET

ALL PROPOSED STREETS ARE PRIVATE AND LOCATED IN A COMMON SHARED LOT. THE ALLEYS ARE LOCATED IN A SHARED ACCESS EASEMENT.

REFER TO CIVIL PLANS FOR ADDITIONAL INFORMATION, INCLUDING EXISTING AND PROPOSED TOPOGRAPHY.

NOTES

1. ALL STREETS ARE PRIVATE AND OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION (HOA).
2. ALL STORM SEWER STRUCTURES AND PIPING AREA PRIVATE.
3. ALL SANITARY SEWER AND WATER MAIN IS PUBLIC AND LOCATED WITHIN UTILITY EASEMENTS.
4. ACCESS EASEMENT PROVIDED OVER ALL PRIVATE STREETS FOR CITY MAINTENANCE ACCESS.
5. TEMPORARY TURNAROUNDS TO BE PROVIDED AS REQUIRED DURING EACH PHASE TO MEET FIRE MARSHALL'S REQUIREMENTS.
6. STORM WATER BASIN TO BE COMPLETED IN PHASE 1.
7. REFER TO PAGE 2 FOR TYPICAL STREET SECTION.
8. REFER TO PAGE 2 FOR EXISTING AND PROPOSED CONTOURS.
9. REFER TO PAGE 3 FOR ACCESS AND UTILITY EASEMENT INFORMATION.

KEYNOTES:

- 14.5' ACCESS EASEMENT
- EMERGENCY ACCESS VIA EASEMENT (BOOK 6150, PAGE 680)
- RIGHT-TURN LANE AND PUBLIC SIDEWALK TO BE CONSTRUCTED AS PART OF HWY 6 IMPROVEMENTS.
- DEVELOPER TO CONSTRUCT SIDEWALK AND DRIVEWAY CROSSING, INCLUDING CURB RAMPS, WITH THIS DEVELOPMENT
- PAVED TURN AROUND MEETING INTERNATIONAL FIRE CODE (IFC) TO BE CONSTRUCTED AS PART OF PHASE IMPROVEMENTS.

UNIT AND PARKING INFORMATION

	PHASE 1			PHASE 2			PHASE 3			PHASE 4			PROJECT TOTALS			LOT NOS.
	UNIT	PARKING		UNIT	PARKING		UNIT	PARKING		UNIT	PARKING		UNIT	PARKING		
UNIT	QTY	GAR	DRV	QTY	GAR	DRV	QTY	GAR	DRV	QTY	GAR	DRV	QTY	BEDS	GAR	DRV
TYPE "A" (4-BED)	0	0	0	8	16	0	4	8	0	4	8	0	16	64	32	0
TYPE "B" (3-BED)	4	8	8	0	0	0	0	0	0	4	8	8	8	24	16	16
TYPE "C" (3-BED)	5	10	10	11	22	22	11	22	22	5	10	10	32	96	64	64
GUEST PARKING	-	0	3	-	0	11	-	0	3	-	0	3	-	-	0	20
TOTAL	9	18	21	19	38	33	15	30	25	13	26	21	56	184	112	100

GAR = GARAGE
DRV = DRIVEWAY / STREET

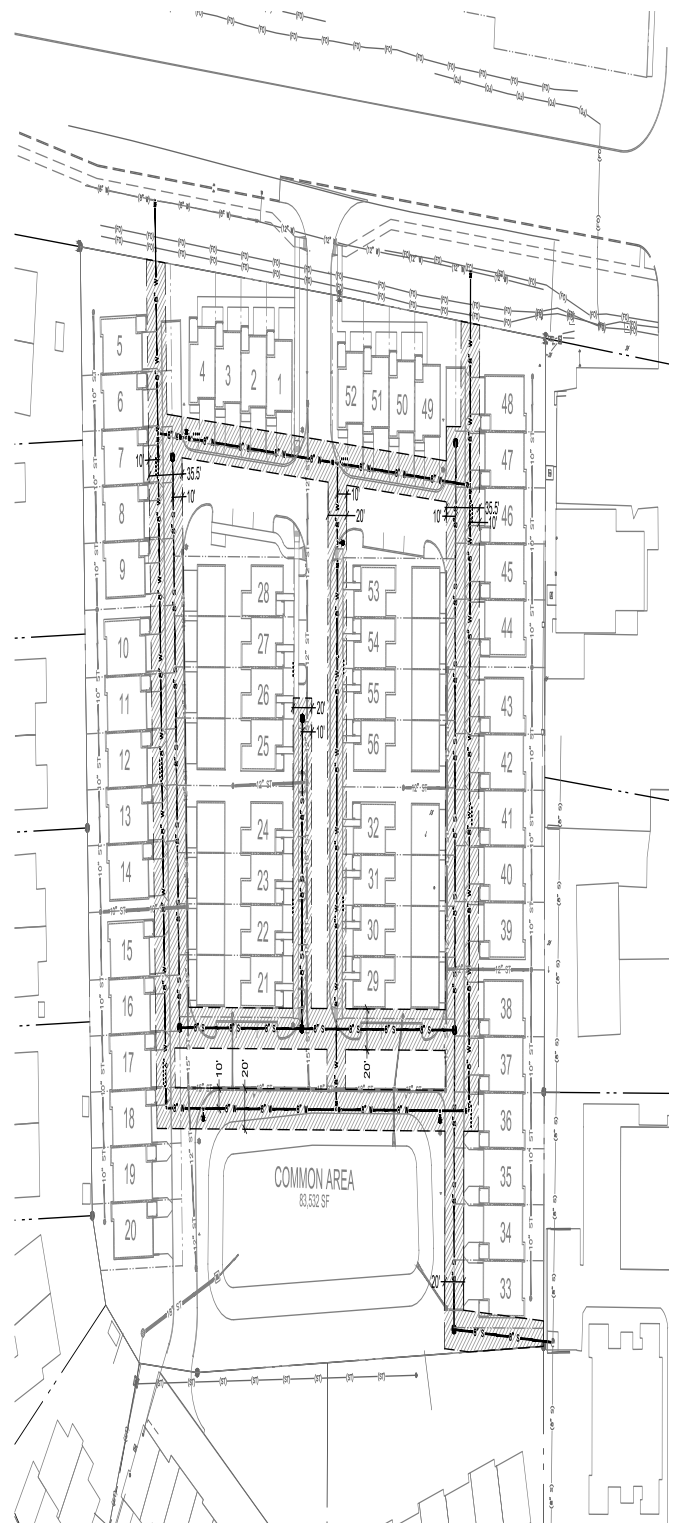
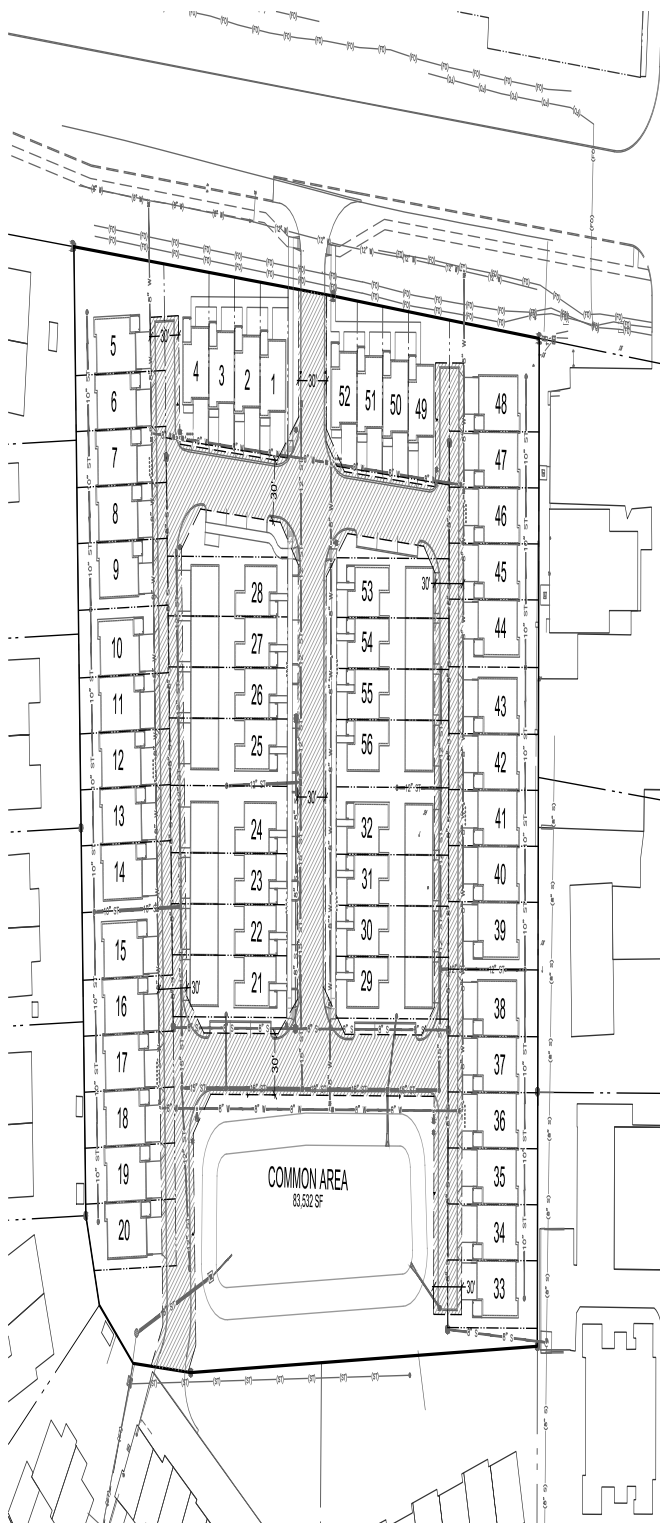
PROJECT TOTAL
56 UNITS
184 BEDS
212 PARKING SPACES

PARKING REQUIRED
1 SPACE PER BEDROOM (MIN. 2 PER UNIT) 1 x 184 = 184 SPACES
1 SPACE PER FOUR UNITS 14 x 56 = 14 SPACES
TOTAL 198 SPACES

CITY APPROVAL:

APPROVED BY THE CITY OF TIFFIN, IOWA.

CITY CLERK DATE



H	ADDRESS CITY COMMENTS	10-31-25
G	ADDRESS CITY COMMENTS	10-13-25
F	REVISED SITE PLAN	09-29-25
E	REVISED PHASING & UTILITY LAYOUT	09-29-25
D.1	REVISED PARKING CALCULATIONS	08-14-25
NO	REVISION	DATE



CLIENT
PACE CONSTRUCTION, LLC
1321 SUNSET STREET, SUITE 1
IOWA CITY, IA 52246

PROJECT
GROVE PARK ROWHOMES

SHEET TITLE
PRELIMINARY PLAT

PROJECT NUMBER:	24317
ISSUED DATE:	10-31-2011
DRAWN BY:	KJB
CHECK BY:	MJW
APPROVED BY:	MJW

SHEET NUMBER
3 of 3

Development Narrative

Grove Park Rowhomes Planned Development Overlay District

GENERAL PROJECT DESCRIPTION

This property is currently zoned C-1B (Neighborhood Business District). The proposed development will be using a base-zone of R-4 (Multi-Family 4-Plex) and will include twelve (12) attached, single-family buildings with four (4) to six (6) units per building. All units will have two (2) means of egress. The type “A” units have detached garages with access to the garage from an alley. The Type “B” and “C” units have front-loaded attached garages.

The Grove Park Planned Development Overlay District is being requested, within the underlying R-4 zoning district to 56 dwelling units (184 bedrooms), private streets, open space with a pond,

COMPLIANCE WITH THE PURPOSE OF THE OPD DISTRICT

This proposed development complies with the purpose of the Planned Development Overlay District by incorporating single-family units with a variety of unit types. The two-story, single-family units are compatible with the existing residential uses to the west and south.

DEVIATION FROM DEVELOPMENT STANDARDS

Lot Dimension Standards

Lot Frontage Width

R-4 district =	80 feet
OPD District proposed =	27 feet per unit

Lot Depth

R-4 District =	100 feet
OPD District proposed =	80 feet

Lot Area

R-4 District =	16,000 SF
OPD District proposed =	2,200 SF per unit

Front Yard Depth, Principal Use

R-4 District =	20 feet
OPD District proposed =	10 feet

Side Yard, Two Story	
R-4 District =	12 feet
OPD District proposed =	10 feet
Rear Yard Depth	
R-4 District =	30 feet
OPD District proposed =	15 feet

The “per unit” lot frontage and lot area values allow for rowhouse / townhome units to be built but sold as indivual lots. This arrangement allows homebuyers to obtain more favorable financing which would otherwise not be available if they were structured as a condominium.

The above deviations from the base zone are to allow for rowhouse / townhome style development on this transitional property between the duplexes to the west, commercial lots to the east, and townhomes and condominiums to the south. The net density is approximately 11 units/acre which is a significant reduction from the previously approved PAD for this property.

Open Space

The requirements for 5% open space results in approximately 0.29 acres of open space. The developer proposes constructing a public walk within the Highway 6 right-of-way along the entire frontage of the property (500 feet). The streets and walks within the development will be connected to this public walk, creating a safe and efficient route for the residents of the development to access Jim Bartels City Park. The west boundary of the park is located approximately 300 feet east of the development property. The walking time from the center of the ball diamonds at the park to the center of the development is approximately 5 minutes (1,200 feet).

PHASING PLAN

The project will be completed in four phases. The first phase will consist of two buildings containing a total of nine units. The first phase will include the construction of the sanitary sewer from the southeast corner of the site to Phase 1 in the northwest corner. It will also include the construction of the storm water basin. This will ensure that the first phase and all subsequent phases meet the storm water requirements of the site.

Phase 2 will continue to the south of Phase 1 with the extension of the west alley and the Central Drive. This phase will add four additional principal buildings containing 19 units. This phase provides a looped street network and completes a looped water main. Emergency access is also provided at the southwest corner of the site to provide for two means of access.

Phase 3 fills in the southeast corner of the site with the addition of three principal buildings containing fifteen units. This phase adds the east alley. Temporary emergency turn arounds will be constructed where the alley length exceeds 150 feet.

Phase 4 completes the development by adding the last three principal buildings and 13 units. Upon its completion, the water main will be a true looped system with two connections to the main located along Highway 6. Further, the streets will be connected with no dead ends longer than 150 feet.

DESCRIPTION OF DESIGN THEMES AND STANDARDS

The design theme of the single-family rowhomes utilizes an urban feel and residential scale that creates a natural transition from the commercial properties to the east to the residential properties to the west. The north units are designed to front on Highway 6 which is appropriate for an urban highway.

RESTRICTIVE AND PROTECTIVE COVENANTS

Being a planned development the developer will oversee all infrastructure and building construction within the proposed district eliminating the need for covenants.

LEGAL DESCRIPTION AND LOCAL ADDRESS

Legal Description: The 5.86 acres described is that of Lot 30, Tiffin East as recorded on the final plat.

Addresses will be Grove Park Drive designations with each building having an address number and each unit within the buildings having an additional number or letter designation. The developer will work with the city and emergency services to properly designate all addresses within the proposed district.

GROVE PARK ROWHOMES

LOT 30, TIFFIN EAST

SITE DISTRICT

Grove Park Rowhomes, Lot 30, Tiffin East Site District

.01 INTENT AND DESCRIPTION OF DISTRICT

This district intends to establish a Single-Family district providing fifty-six (56), attached units in the form of 4-plex, five-plex, and six-plex buildings with attached and detached garages.

Grove Park Rowhomes, Lot 30, Tiffin East Site District

.02 PRINCIPAL USES AND STRUCTURES PERMITTED

- A** Attached Single-Family Dwellings (6-units maximum)

Grove Park Rowhomes, Lot 30, Tiffin East Site District

.03 ACCESSORY USES AND STRUCTURES PERMITTED

The following uses and structures, accessory to a principal permitted use or a special exception use, are permitted subject to the provisions of Section 9.05 of the Tiffin Zoning Ordinance

- A** Outdoor patios or decks associated with individual units
- B** Accessory uses or structures according to Section 9.05 of the Tiffin Zoning Ordinance
- C** Temporary uses or structures used in conjunction with construction work, provided, such buildings comply with provisions of Section 9.21 of the Tiffin Zoning Ordinance.

Grove Park Rowhomes, Lot 30, Tiffin East Site District

.04 SPECIAL EXCEPTION USES

Special exceptions, as listed in Table C of the Commercial Districts Business, Office, Specialized section of the Tiffin Zoning Ordinance, may be allowed subject to the issuance of special use permits in accordance with the provisions of section 11.07 of the Tiffin Zoning Ordinance

Grove Park Rowhomes, Lot 30, Tiffin East Site District

.05 AREA REQUIREMENTS

- A** Minimum Lot Size Requirements:
 - 1. Frontage: 27 feet per unit
 - 2. Depth: 80 feet
 - 3. Area: 2,200 square feet per unit

- B. Minimum Yard Requirements:**
 - 1. Front Yard Setback: 10 feet
 - 2. Side Yard Setback: 5 feet
 - 3. Rear Yard Setback: 15 feet
- C. Maximum Building Height:** 2-1/2 stories or 38 feet

Grove Park, Lot 30, Tiffin East Site District

.06 SIGN REGULATIONS

Signs are permitted according to the provisions of Section 6 of the Tiffin Zoning Ordinance

Grove Park, Lot 30, Tiffin East Site District

.07 PARKING REGULATIONS

Parking requirements shall be provided according to the provisions of Section 7 of the Tiffin Zoning Ordinance unless further specified below.

A. Single-Family Residential

- 1. **Dwellings:** One space per bedroom (minimum two (2) per unit) plus one (1) additional parking space per four (4) units

Grove Park, Lot 30, Tiffin East Site District

.08 LIGHTING REGULATIONS

Exterior lighting is regulated according to the provisions of Section 8 of the Tiffin Zoning Ordinance unless further specified below.

A. All exterior lighting shall comply with the following:

- 1. Height and Glare Control
 - i. Light fixtures must be mounted no higher than fifteen feet (15") above grade.
 - ii. All bulbs that exceed two thousand (2,000) lumens must be fully shielded as installed.
 - iii. Bulbs used for flood lights must not exceed two thousand (2,000) lumens.
- 2. Light Trespass Standards
 - i. Any floodlights that are visible from any neighboring residential property must be aimed downward at an angle no higher than forty five (45) degrees from vertical.
 - ii. Light fixtures used to illuminate flags, statues, or objects mounted on a pole or pedestal must have a narrow cone of light that does not extend beyond the illuminated object.
 - iii. Bulbs must be shielded from view of abutting properties and the street.

Grove Park, Lot 30, Tiffin East Site District

.09 LANDSCAPE REGULATIONS

The landscaping plan shall follow approved landscaping plans.

Grove Park, Lot 30, Tiffin East Site District

.10 SCREENING AND BUFFERING REGULATIONS

Screening and Buffering shall follow approved screening and buffering plans.

Grove Park, Lot 30, Tiffin East Site District

.11 SITE PLAN REGULATIONS

Site plan shall follow approved site plan.

Grove Park, Lot 30, Tiffin East Site District

.12 SPECIAL REGULATIONS

- A.** Each residential unit may be owned by third parties other than the developer after Certificate of Occupancy has been issued.
- B.** Storage of commercial vehicles, including, but not limited to the “party bus”, shall not be permitted upon issuance of a Certificate of Occupancy for the first unit constructed.
- C.** The existing building on the property may remain and be used for construction purposes related to the development of the property.
- D.** The existing granular-surfaced parking area at the northeast corner of the property is for the benefit of the property located at 607 E Marengo Road, Tiffin, IA 52340. This area may remain in use until the commencement of construction for Phase 4. Access to said area shall only be permitted from 607 E Marengo Road.
- E.** There may be additional guidelines covered in the covenants provided by the Developer subject to review and approval

RESOLUTION NO. 2026-001

A RESOLUTION APPROVING THE FINAL PLAT OF GROVE PARK ROWHOMES, TIFFIN, IOWA

Whereas, Shoemaker Haaland, on behalf of Grove Park Row Homes, LLC, has filed with the City of Tiffin a final plat for Grove Park, a Planned Development Overlay District subdivision to the City of Tiffin, Iowa, legally described on the attached Exhibit; and,

Whereas, The City Engineer, City Attorney and City Staff have done a final examination of the final plat and provide his recommendation on approval of the final plat to the Council; and,

Whereas, The final plat is found to conform with all of the requirements of the City's Ordinances and Subdivision Agreement.

Now, therefore be it resolved by the City Council of the City of Tiffin, Iowa that the Mayor and City Clerk are hereby authorized to execute the documents necessary to approve the final plat as submitted and as approved by the Engineer, City Staff and City Attorney, but, as a condition of its approval, the approval of the final plat is contingent on the following: 1) execution of all necessary easement agreements and final plat documents, 2) the final plat may not be recorded and no lots may be constructed upon or transferred until these contingencies have been completed. The recording of the plat and this resolution will indicate these contingencies have been completed.

Be it further resolved, the Subdivider of this property will bear the cost to record this resolution and subsequent legal documents with the Office of the Johnson County Recorder.

On the 6th day of January, 2026, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2026-001, A RESOLUTION APPROVING THE FINAL PLAT OF GROVE PARK ROWHOMES, TIFFIN, IOWA**, and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that **RESOLUTION NO. 2026-001, A RESOLUTION APPROVING THE FINAL PLAT OF GROVE PARK ROWHOMES, TIFFIN, IOWA**, to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 6th day of January, 2026.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

RESOLUTION NO. 2026-002

A RESOLUTION AUTHORIZING THE ENTERING INTO A DEVELOPER'S AGREEMENT WITH GROVE PARK ROW HOMES, LLC, TIFFIN, IOWA, FOR GROVE PARK PLANNED DEVELOPMENT OVERLAY SITE DISTRICT

Whereas, Shoemaker Haaland, on behalf of Grove Park Row Homes, LLC, has filed with the City of Tiffin a planned development overlay site district, a subdivision to the City of Tiffin, Iowa, legally described on the attached Exhibit hereby incorporated, and;

Whereas, the third reading of Ordinance No. 2025-523 and Resolution 2026-001 were approved by the City Council on January 6, 2026, approving the overlay site district and the final plat for said development, and;

Whereas, the Developer's Agreement will include any and all particulars to the approved development of Grove Park Row Homes,

Now, therefore be it resolved by the City Council of the City of Tiffin, Iowa, that the Attorneys representing Grove Park Row Homes LLC, and the City of Tiffin have reviewed and have taken under consideration all requested revisions to be made by the City Council of Tiffin. The City Council now having further reviewed the Developer's Agreement and do now approve the Agreement as printed and authorize the Mayor and City Clerk to enter into an agreement with Grove Park Row Homes LLC, to fully execute the document.

On the 6th day of January, 2026, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson _____ introduced **RESOLUTION NO. 2026-002, A RESOLUTION AUTHORIZING THE ENTERING INTO A DEVELOPER'S AGREEMENT WITH GROVE PARK ROW HOMES, LLC, TIFFIN, IOWA, FOR GROVE PARK PLANNED DEVELOPMENT OVERLAY SITE DISTRICT** and made a motion for approval. Motion seconded by Councilperson _____.

Ayes:

Nays:

Absent:

Whereupon _____ Council members were present and voted approval and Mayor Kasperek declared that **RESOLUTION NO. 2026-002, A RESOLUTION AUTHORIZING THE ENTERING INTO A DEVELOPER'S AGREEMENT WITH GROVE PARK ROW HOMES, LLC, TIFFIN, IOWA, FOR GROVE PARK PLANNED DEVELOPMENT OVERLAY SITE DISTRICT** to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 6th day of January, 2026.

City of Tiffin

Tim Kasperek, Mayor

ATTEST: _____
Abigail Hora, City Clerk

Prepared by and after recording return to:

Kirsten H Frey
Shuttleworth & Ingersoll, P.L.C.

327 2nd Street, Suite 300
Coralville, IA 52241

(319) 365-9461

**PLANNED DEVELOPMENT OVERLAY (OPD) SITE DISTRICT AGREEMENT
FOR GROVE PARK, TIFFIN**

THIS AGREEMENT, made by and between the CITY OF TIFFIN, IOWA, a municipal corporation, hereinafter referred to as "City," and GROVE PARK ROW HOMES, LLC, an Iowa limited liability company, hereinafter referred to as the "Owner."

SECTION 1. REQUEST FOR OPD APPROVAL

Owner has requested that the City approve the Planned Development Overlay – Site District (the “OPD”), to include those diagrams attached hereto as Exhibit “A” and incorporated herein by reference, for the proposed OPD project to be known as Grove Park, Tiffin, Johnson County, Iowa, for the following described real estate situated in Tiffin, Johnson County, Iowa (the “Site”), to wit:

LOT 30 OF TIFFIN EAST, TIFFIN, IOWA, IN ACCORDANCE WITH THE RECORDED
PLAT THEREOF, CONTAINING 5.85 ACRES, AND SUBJECT TO EASEMENTS AND
RESTRICTIONS OF RECORD.

**SECTION 2. CONDITIONS OF OPD APPROVAL, RIGHT TO PROCEED AND
DEVELOPMENT REQUIREMENTS**

A. The City shall approve the OPD with respect to the Site upon the following conditions:

1. Owner agrees that all terms and conditions of the Planned Development Overlay Concept District (OPD), is fully incorporated herein and applies to the real estate described in Section 1.
2. The Site shall be developed according to the OPD as approved by the City and according to the plans and specifications as approved by the City. There shall be no variance from the approved OPD plan, or from the construction plans and specifications, unless approved in writing by the City.

3. All improvements and facilities described in this Agreement shall be constructed and installed by Owner according to the plans, specifications, ordinances and standards of the City and in accordance with all applicable federal and state laws and regulations. All required inspections shall be performed by the City Engineer or designate. Said inspections shall consist of inspection of the work in progress but shall not relieve or release Owner from its responsibility to construct said improvements and facilities pursuant to the agreed upon plans and specifications. These improvements and facilities include but are not limited to public water system; sanitary sewer system; storm sewer and drainage-way system; site grading; underground utilities; setting for lot and block monuments; and surveying and staking.

B. Private Streets. Owner agrees that the private drives on the Site shall be constructed according to the Design Standards adopted by the City, which will be shown on the construction plans, to be approved by the City Engineer. The private streets shall be installed and maintained by Owner and its successors and assigns. Any cost incurred by the City due to the failure of Owner and its successors and assigns to meet its obligations under the provisions of this paragraph shall be assessed against, and will become a lien on all individual properties located within the planned development in favor of the City.

C. Landscaping. Owner agrees that all landscaping shall be installed and maintained perpetually by Owner in accordance with the landscape plan approved for the OPD. If Owner or its assigns should fail to maintain the Landscaping in accordance with the approved Landscaping Plan, the City shall have the right, after 30 days' notice, to take any and all necessary actions to bring the Development's landscaping into compliance with its Landscaping Plan. The costs of such action shall be assessed to the property owner and need not meet the requirements of notice, benefit or value as provided by the Code of Iowa for assessments.

D. Sidewalks. Once the sidewalks as depicted on the Site Plan are installed, Owner shall maintain this sidewalk pursuant to the City Code of the City of Tiffin. The sidewalks shall be installed pursuant to the phasing plan, as shown on Exhibit A, and prior to the issuance of occupancy certificates for the building constructed in such phase.

E. Public Improvements. Owner shall install all water mains, water lines, sewer mains, sewer lines, and provide utilities to the Site, according to City Design standards. "As Built" plans for water and sewer after the improvements are constructed shall be submitted and approved. Upon approval by the City Engineer and acceptance by the City of the water mains and sanitary sewer mains, the water mains sanitary sewer mains shall be owned and maintained by the City. City will have the ability to enter the Site for the purpose of reading meters and enforcing City Ordinances.

F. Private Open Space. Owner and its successors and assigns shall maintain the private open space as part of Owner's overall maintenance of all property located within the Site. Any cost incurred by the City due to the failure of Owner and its successors and assigns to meet its obligations under the provisions of this paragraph shall be assessed against, and will

become a lien on all individual properties located within the planned development in favor of the City.

G. Phasing. The project shall be constructed pursuant to the phasing plan shown on Exhibit A. Construction of Phase 2 shall not begin until Phase 1 is complete. Construction on Phase 3 shall not begin until Phases 1 and 2 are complete. If Owner wishes to begin construction on the building shown in Phase 2 prior to Phase 1 being completed, Owner may make this request to the Building Official and City Administrator. The Building Official and City Administrator may allow such construction to begin at their sole discretion. Owner shall furnish any information and documents requested by Building Official and City Administrator regarding Owner's request.

H. Parking. Owner may construct additional parking spaces on the Site, as depicted on page 1 of Exhibit A by the light grey spaces in the northwest corner of the site and south and north of the storm water detention facility. Owner may construct said parking spaces without further approval from the City.

I. Building Permits. A Building permit may be applied for and may be issued after this agreement is executed by all parties. However, only non-combustible material, as defined by the Building Official, may be used in construction. Upon the following conditions being met, construction pursuant to the building permit, including combustible material, may continue: (i) Construction of the improvements in Paragraph E above in accordance with applicable standards, (ii) formal acceptance by the City of the improvements in Paragraph E above; and (iii) establishment of a temporary access to the Site for the fire department that serves Tiffin, as approved by the City and the Tiffin Fire Association Chief.

J. Storm Water Management. Owner shall submit to the City, for approval by the City Engineer, a storm water management plan which will identify the drainage of this development and specify the manner in which storm water, drainage and runoff will be accommodated. The storm water management plan must be submitted and approved by the City Engineer prior to the issuance of a building permit for the site. Owner agrees to dispose of all storm water through the approved storm water and drainageway system as set forth in the storm water management plan. The design and construction of the storm water sewer system and storm water detention basin, if required by the City for this development, shall be in compliance with the City's current storm water management ordinances and policies. The storm water sewer system will be installed according to the Design Standards adopted by the City. Owner shall provide for the installation of any storm water detention facility. All storm water sewer improvements within the OPD shall be installed and maintained by Owner or its successors and assigns. If Owner or its successors and assigns fails to maintain the storm water sewer improvements, the City may assess each unit or lot in the OPD equally for any maintenance costs in the same manner as property taxes and without further notice.

SECTION 3. TIME OF PERFORMANCE

Construction of the first building on the Site must commence within two (2) years from the date of City approval of OPD Site District, or the approval of the OPD Site District shall be null and void without any action by the City Council. Owner may, however, request an extension of time from the City.

SECTION 4. PUBLIC UTILITIES

Owner agrees that it will obtain any necessary concurrence of utility or other easements from appropriate utility companies. Owner agrees that it will provide for the continuation of all required water, sanitary sewer and storm drainage facilities. Owner agrees that it will connect and use existing public water supplies in accordance with the Tiffin Municipal Code and that Owner will provide a plan outlining the drainage of the land and indicating the manner in which the drainage will be accommodated and will connect to the existing storm water sewer systems when available in accordance with the plan approved by the City Engineer.

SECTION 5. EROSION CONTROL AND GRADING

A. Erosion Control. Before any utility construction is commenced or building permits are issued, Owner shall design and implement an erosion control plan which shall be reviewed and approved by the City. All areas disturbed by the excavation and backfilling operations shall be reseeded forthwith after the completion of the work in that area. All seeded areas shall be fertilized, mulched and disc anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion, and, if Owner does not comply with the erosion control plan or any supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion and assess the costs of such action to Owner or the property, or both. The City will endeavor to notify Owner in advance of any proposed action, but failure of the City to do so will not affect Owner's and City's rights or obligations hereunder.

B. Grading. No grading of any nature may occur on this property until a grading plan is implemented by Owner and approved by the City. Within ninety (90) days after the completion of any grading, Owner shall provide the City with an "as-constructed" grading plan and a certification by registered land surveyor or engineer that all ponds, swales and ditches, if any, have been constructed in accordance with the plans approved by the City.

SECTION 6. MISCELLANEOUS

A. The City may, at its option, refuse to allow construction or development work in the OPD until Owner complies with the appropriate law or regulation. Upon the City's demand, Owner shall cease work until there is compliance.

B. Third parties shall have no recourse against the City or Owner under this Agreement.

C. Breach of the terms of this Agreement by Owner shall be grounds for denial of building permits, occupancy permits or other permits.

D. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

E. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Agreement shall not be a waiver or a release.

F. Owner may not assign this Agreement or the obligations imposed by this Agreement without the written permission of the City Council or as otherwise provided in this Agreement.

G. Owner shall take out and maintain public liability and property damage insurance policies covering personal injury, including death, and claims for property damage which may arise out of Owner's work or the work of its subcontractors or by one directly or indirectly employed by any of them.

H. Owner shall record the original copy of this agreement, with all requisite signatures and Exhibits.

I. In the event Owner, its assigns or successors in interest, should sell or convey the Site without having constructed the public improvements and facilities as provided in this Agreement or without the City having accepted all public improvements and facilities; or Owner, its assigns or successors in interest in said OPD, shall fail to construct sidewalks as set forth herein, the City shall have the right to install and construct said improvements, facilities and sidewalks. Unless City is fully reimbursed for these costs from the escrowed money or surety bond held by the City, the costs of said public improvements, facilities and sidewalks shall be a lien and charge against all of the lots adjacent to or in front of the improvements, facilities and sidewalks that are constructed and any lots which may be assessed for public improvements, facilities and sidewalks under the provisions of Chapters 364 and 384 of the Iowa Code. It is further provided that this requirement to construct said public improvements, facilities and sidewalks is and shall remain a lien from the date of execution until properly released as hereinafter provided. Owner acknowledges and agrees that the Site is specifically benefited by the public improvements, facilities and sidewalks, and the cost of such public improvements, facilities and sidewalks need not meet the requirements of notice, benefit or value as provided by the law of the State of Iowa for assessing such improvements and facilities.

J. Owner agrees to provide to the City proper maintenance bonds satisfactory to the City, as to insure that for a period of three (3) years from the date of acceptance of any improvement, including utilities which may be City owned, Owner shall be responsible to maintain such improvement in good repair. The City may, at its sole discretion, accept alternative sureties to maintenance bonds to ensure the workmanship of the improvements is accepted by the City.

SECTION 7. ENGINEERING ADMINISTRATION AND CONSTRUCTION OBSERVATION

A. Owner shall submit to the City, for approval by the City Engineer, plans and specifications for the construction of improvements in the OPD which have been prepared by a registered professional civil engineer. Owner shall obtain approval of the construction plans and all necessary permits from the appropriate city, state and federal agencies before proceeding with construction. In addition, Owner shall have its engineer provide adequate field inspection personnel to ensure that an acceptable level of quality control is maintained.

B. Owner shall pay all reasonable costs of City engineering administration, which will include review of Owner's final construction plans and specifications, monitoring of construction, and consultation with Owner and its engineer on the status, progress or other issues regarding the project. Owner shall pay for the reasonable construction observation performed by the City staff or consulting City Engineer. Construction observation will consist of examination of proposed public utilities, street construction and other infrastructure improvements. The engineering administrative fee and construction observation fees to be paid by Owner shall be determined by the City, in part based on the standard hourly fee schedule in effect between the City Engineer and the City on file at City Hall and in part based on standard fees for other staff members that perform the duties noted above. The City shall provide the appropriate supporting documentation for these fees upon request by Owner.

SECTION 8. RELEASE

The City agrees that when the improvements, facilities and sidewalks required by Section 2 of this Agreement have been installed to the satisfaction of the City, and upon receipt of payment for all engineering costs pursuant to section 7(B), it will promptly issue appropriate releases of the lot for recording in the Johnson County Recorder's Office so that this Agreement, or applicable portions thereof, will no longer constitute a cloud on the title of the lots in said OPD.

SECTION 9. OWNER'S OBLIGATION AND DEFAULT

A. Owner agrees and is fully obligated to perform as provided in this Agreement. Owner is liable and responsible for each and every obligation agreed to be undertaken pursuant to this Agreement. Failure of Owner, its employees, agents or assigns, to perform is not a defense for Owner against any action to be taken by the City.

B. In the event of default by Owner regarding any work to be performed by Owner under this Agreement, the City may, at its option, perform the work and bill Owner for said work. Owner shall promptly reimburse the City for any expense incurred by the City, provided Owner, except in an emergency as determined by the City, is first given written notice of the work in default, and has not commenced the appropriate curative action and continues to diligently pursue the same to completion, within fourteen (14) days of such notice. This Agreement is an authorization for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter upon the property. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part against all of the property located in the OPD.

SECTION 10. AUTHORIZATION TO ENTER PREMISES

Owner grants the City, its agents, employees, officers and contractors, authorization to enter the Site to perform all work and inspections deemed appropriate and necessary by the City in conjunction with this development.

SECTION 11. NOTICES

Required notices to Owner shall be in writing and shall either be hand delivered to Owner, its agents or employees, or mailed to Owner by registered mail at the following address:

GROVE PARK ROW HOMES, LLC
1321 Sunset Street
Suite 1
Iowa City, Iowa 52246

Notices to the City shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by registered mail in care of the City Administrator at the following address:

Tiffin City Administrator
300 Railroad St., P.O Box 259
Tiffin, IA 52340

Notices mailed in conformance with this section shall be deemed properly given.

SECTION 12. SUCCESSORS AND ASSIGNS

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the parties, their successors and assigns.

The City and Owner have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF TIFFIN, IOWA

Attest:

By: _____

Tim Kasperek, Mayor

Abigail Hora, City Clerk

STATE OF IOWA, JOHNSON COUNTY) ss:

On this ____ day of January 2026, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Tim Kasperek and Abigail Hora, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Tiffin, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. ____ of the City Council on the ____ day of January, 2026; and that Tim Kasperek and Abigail Hora acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntary executed.

Notary Public in and for the State of Iowa

My Commission Expires: _____

[Signature Page to Planned Development Overlay – Site District Agreement]

GROVE PARK ROW HOMES, LLC

By: _____
John Faselt, Manager

By: _____
C. Jeremiah Waddilove, Manager

STATE OF IOWA, JOHNSON COUNTY) ss:

This instrument was acknowledged before me on this ____ day of January 2026, by John Faselt and C. Jeremiah Waddilove, as Managers of Grove Park Row Homes, LLC, an Iowa limited liability company.

Notary Public in and for the State of Iowa
My Commission Expires: _____

EXHIBIT A
OPD Site Plan
Grove Park
Tiffin, Iowa



TIFFIN, IA

Expense Approval Report

By Fund

Payable Dates 1/6/2026 - 1/6/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - General Fund					
NATIONAL MISSISSIPPI RIVER ...	01062026	01/06/2026	OCEAN ODYSSEY 6/22	001-410-6517	634.40
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	001-430-6181	169.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	001-430-6332	16.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	001-430-6332	16.97
ALLIANT ENERGY	01062026	01/06/2026	590 ELLA AVE	001-430-6371	24.26
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	001-430-6504	11.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	001-430-6507	15.00
PITNEY BOWES BANK INC RES...	01062026	01/06/2026	POSTAGE	001-650-6508	600.00
ABI HAYES	01062026	01/06/2026	MILAGE REIMBURSEMENT 11/10 TO 12/26	001-650-6599	187.45
NATIONAL MISSISSIPPI RIVER ...	01062026A	01/06/2026	ROCKIN' REPTILES 7/28	001-410-6517	359.40
HANIGAN WRITING SERVICE	0191	01/06/2026	BOOKS	001-410-6507	54.00
BARNYARD DISCOVERIES IOW...	1090	01/06/2026	EVENT 6/8/26	001-410-6517	625.00
CINDY COFFIN	131	01/06/2026	ZUMBA ENDING 12/15	001-431-6486	50.40
EMERGENCY APPARATUS MA...	137882	01/06/2026	11 DISCHARGE GAUGE REPLACEMENTS	001-150-6332	2,136.45
AGVANTAGE FS	14030217	01/06/2026	FUEL	001-150-6331	774.48
AGVANTAGE FS	14030217	01/06/2026	FUEL	001-170-6331	340.77
AGVANTAGE FS	14030217	01/06/2026	FUEL	001-430-6512	123.92
AGVANTAGE FS	14030218	01/06/2026	FUEL	001-150-6331	219.19
AGVANTAGE FS	14030218	01/06/2026	FUEL	001-170-6331	96.44
AGVANTAGE FS	14030218	01/06/2026	FUEL	001-430-6512	35.07
AGVANTAGE FS	14030219	01/06/2026	FUEL	001-150-6331	233.35
AGVANTAGE FS	14030219	01/06/2026	FUEL	001-170-6331	102.67
AGVANTAGE FS	14030219	01/06/2026	FUEL	001-430-6512	37.34
AGVANTAGE FS	14030220	01/06/2026	FUEL	001-150-6331	99.14
AGVANTAGE FS	14030220	01/06/2026	FUEL	001-170-6331	43.62
AGVANTAGE FS	14030220	01/06/2026	FUEL	001-430-6512	15.86
AGVANTAGE FS	14030221	01/06/2026	FUEL	001-150-6331	159.06
AGVANTAGE FS	14030221	01/06/2026	FUEL	001-170-6331	69.99
AGVANTAGE FS	14030221	01/06/2026	FUEL	001-430-6512	25.45
SYNCERE PRINTING, LLC	2025-12-005	01/06/2026	AWARDS BANQUET	001-151-6181	2,268.90
SYNCERE PRINTING, LLC	2025-12-010	01/06/2026	SUPREME LEAGUE BB SHIRTS	001-431-6507	1,595.80
RED WING SHOES	20251211112713	01/06/2026	BOOTS - COLTON, NATE	001-430-6181	241.25
KIECK'S CAREER APPAREL	25-12-0087	01/06/2026	UNIFORMS	001-150-6181	575.55
FIRE SERVICE TRAINING BURE...	261106	01/06/2026	HAZMAT CERT - GIBSON	001-150-6230	50.00
IOWA ONE CALL	277977	01/06/2026	NOVEMBER DIGGING PROTECTION	001-199-6413	243.20
AT & T MOBILITY	287320821332X12062025	01/06/2026	CELL PHONES	001-170-6373	62.51
AT & T MOBILITY	287342296585X12062025	01/06/2026	FD IPADS	001-150-6373	199.35
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	001-150-6371	472.75
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	001-199-6371	153.41
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	001-430-6371	783.38
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	001-650-6371	214.51
NEUMILLER ELECTRIC INC.	33859	01/06/2026	301 RAILROAD ST PARKING LOT LIGHTS	001-430-6783	24,115.50
NORTH LIBERTY RECREATION	400	01/06/2026	SUPREME FLAG FOOTBALL	001-430-4712	2,008.46
DORSEY & WHITNEY LLP	4142688	01/06/2026	LEGAL SERVICES	001-520-6411	17,000.00
NATIONWIDE OFFICE CLEANE...	66560	01/06/2026	CITY HALL/PW/CONCESSIONS CLEANING	001-650-6409	405.29

Expense Approval Report

Payable Dates: 1/6/2026 - 1/6/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NATIONWIDE OFFICE CLEANING	67307	01/06/2026	FD CLEANING	001-150-6310	100.00
EMC INSURANCE COMPANIES	7002984530	01/06/2026	POLICY CHANGE	001-660-6408	30.60
IOWA INTERSTATE RAILROAD,...	734674	01/06/2026	MEHMEN AVE SIGNAL REPAIR MATERIALS	001-210-6417	1,816.90
IOWA INTERSTATE RAILROAD,...	734690	01/06/2026	BIKE PATH SIGNAL MAINTENANCE	001-210-6417	205.76
IOWA INTERSTATE RAILROAD,...	734748	01/06/2026	MEHMEN AVE SIGNAL MAINTENANCE	001-210-6417	825.42
BOUND TREE	86016603	01/06/2026	STETHOCOSPE	001-160-6504	113.45
THE GAZETTE	IN171599	01/06/2026	PRINTING/PUBLISHING 12-2 MINUTES	001-640-6414	327.72
THE GAZETTE	IN172388	01/06/2026	PRINTING/PUBLISHING12-16 MINUTES	001-640-6414	297.85
TASC CLIENT SERVICES	IN3633187	01/06/2026	ADMIN FEE	001-620-6419	75.00
FELD FIRE	INV18641	01/06/2026	4' NY HOOK	001-150-6350	107.00
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	001-150-6419	169.04
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	001-170-6419	169.04
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	001-431-6419	169.04
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	001-620-6419	1,352.30
FUSIONSITE MIDWEST, LLC	IP42656	01/06/2026	PARKS PORTABLE TOILET RENTALS	001-430-6497	402.00
CCL SUPPLY, LLC	SO038802	01/06/2026	BULK BRAKE WASH	001-430-6507	89.26
CITY TRACTOR CO.	W36590	01/06/2026	STIHL CHAINSAW	001-430-6507	265.00
				Fund 001 - General Fund Total:	64,183.89

Fund: 110 - Road Use Tax

APWA	000913908	01/06/2026	PUBLIC AGENCY MEMBERSHIP	110-210-6230	1,054.00
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6181	169.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6331	26.97
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6332	16.99
UNIVERSITY OF IOWA HEALTH...	01062026	01/06/2026	PHYSICAL - STRATTON	110-210-6412	193.00
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6504	11.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6507	17.98
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	110-210-6507	15.00
US CELLULAR	0772445422	01/06/2026	CELL PHONES	110-210-6373	55.85
AGVANTAGE FS	14030217	01/06/2026	FUEL	110-210-6512	1,548.97
AGVANTAGE FS	14030218	01/06/2026	FUEL	110-210-6512	438.37
AGVANTAGE FS	14030219	01/06/2026	FUEL	110-210-6512	466.70
AGVANTAGE FS	14030220	01/06/2026	FUEL	110-210-6512	198.27
AGVANTAGE FS	14030221	01/06/2026	FUEL	110-210-6512	318.13
SNI SOLUTIONS	143387	01/06/2026	GEOSALT	110-210-6501	26,503.75
RED WING SHOES	20251211112713	01/06/2026	BOOTS - COLTON, NATE	110-210-6181	241.24
AT & T MOBILITY	287320821332X12062025	01/06/2026	CELL PHONES	110-210-6373	145.83
IOWA PRISON INDUSTRIES	304157	01/06/2026	POSTS & STREET SIGNS	110-210-6509	32.00
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	110-210-6371	892.97
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	110-230-6371	5,416.87
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	110-240-6371	182.94
MIDWEST ALARM SERVICES	528899	01/06/2026	SERVICE CALL, MONITOR MODULE	110-210-6310	482.44
NATIONWIDE OFFICE CLEANING	66560	01/06/2026	CITY HALL/PW/CONCESSIONS CLEANING	110-210-6409	405.29
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	110-210-6419	169.04
ALTORFER INC	PC100768038	01/06/2026	TRANSPORTATION	110-210-6504	150.00
CCL SUPPLY, LLC	SO038802	01/06/2026	BULK BRAKE WASH	110-210-6507	89.26
CITY TRACTOR CO.	W36590	01/06/2026	STIHL CHAINSAW	110-210-6507	264.99
				Fund 110 - Road Use Tax Total:	39,508.83

Fund: 112 - Employee Benefit

PRINCIPAL LIFE INSURANCE	01062026	01/06/2026	LIFE INSURANCE	112-210-6150	51.54
PRINCIPAL LIFE INSURANCE	01062026	01/06/2026	LIFE INSURANCE	112-620-6150	51.54

Expense Approval Report

Payable Dates: 1/6/2026 - 1/6/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WELLMARK	253420000364	01/06/2026	INSURANCE	112-150-6150	561.72
WELLMARK	253420000364	01/06/2026	INSURANCE	112-170-6150	2,621.36
WELLMARK	253420000364	01/06/2026	INSURANCE	112-210-6150	3,370.32
WELLMARK	253420000364	01/06/2026	INSURANCE	112-430-6150	936.20
WELLMARK	253420000364	01/06/2026	INSURANCE	112-610-6150	1,872.40
WELLMARK	253420000364	01/06/2026	INSURANCE	112-620-6150	1,497.92

Fund 112 - Employee Benefit Total: 10,963.00

Fund: 307 - Park Road Paving

MSA PROFESSIONAL SERVICES	024008	01/06/2026	N PARK RD PROJECT	307-210-6407	5,069.24
Fund 307 - Park Road Paving Total:					5,069.24

Fund: 309 - US HWY 6 RECONSTRUCTION

MSA PROFESSIONAL SERVICES	023928	01/06/2026	HWY 6 RECONSTRUCTION	309-210-6407	14,356.10
MSA PROFESSIONAL SERVICES	024061	01/06/2026	HWY 6 RECONSTRUCTION	309-210-6407	34,907.30
Fund 309 - US HWY 6 RECONSTRUCTION Total:					49,263.40

Fund: 330 - Tiffin Firetruck

KNOX COMPANY	#INV-KA-475329	01/06/2026	KNOX BOX, ELEC KEY	330-150-6499	1,899.00
Fund 330 - Tiffin Firetruck Total:					1,899.00

Fund: 600 - Water

PRINCIPAL LIFE INSURANCE	01062026	01/06/2026	LIFE INSURANCE	600-810-6150	51.53
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	600-810-6181	132.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	600-810-6332	8.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	600-810-6504	72.30
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	600-810-6504	12.99
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	600-810-6507	15.00
PITNEY BOWES BANK INC RES...	01062026	01/06/2026	POSTAGE	600-810-6508	1,200.00
MELLEN & ASSOCIATES, INC.	039593	01/06/2026	DD FAIL OPEN	600-810-6519	656.78
US CELLULAR	0772445422	01/06/2026	CELL PHONES	600-810-6373	55.85
AGVANTAGE FS	14030217	01/06/2026	FUEL	600-810-6512	154.90
AGVANTAGE FS	14030218	01/06/2026	FUEL	600-810-6512	43.84
AGVANTAGE FS	14030219	01/06/2026	FUEL	600-810-6512	46.67
AGVANTAGE FS	14030220	01/06/2026	FUEL	600-810-6512	19.83
AGVANTAGE FS	14030221	01/06/2026	FUEL	600-810-6512	31.81
CHEM-SULT INC	15971	01/06/2026	CHEMICALS	600-810-6501	2,087.00
CHEM-SULT INC	16015	01/06/2026	CHEMICALS	600-810-6501	1,684.50
WELLMARK	253420000364	01/06/2026	INSURANCE	600-810-6150	3,932.03
AT & T MOBILITY	287320821332X12062025	01/06/2026	CELL PHONES	600-810-6373	208.34
CARGILL INC	2911840250	01/06/2026	SALT FOR WATER PLANT	600-810-6501	6,120.58
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	600-810-6371	14,572.82
CRYSTAL CLEAR WATER CO	527533	01/06/2026	WATER & SEWER TESTING SUPPLIES	600-810-6511	42.50
EMC INSURANCE COMPANIES	7002984530	01/06/2026	POLICY CHANGE	600-810-6408	10.20
USA BLUE BOOK	INV00913445	01/06/2026	WATER/SEWER TESTING SUPPLIES	600-810-6507	144.62
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	600-810-6419	676.15
Fund 600 - Water Total:					31,982.22

Fund: 610 - Sewer

PRINCIPAL LIFE INSURANCE	01062026	01/06/2026	LIFE INSURANCE	610-815-6150	51.54
JOHN DEERE FINANCIAL	01062026	01/06/2026	TOOLS, SUPPLIES, UNIFORMS	610-815-6507	15.00
PITNEY BOWES BANK INC RES...	01062026	01/06/2026	POSTAGE	610-815-6508	1,200.00
MSA PROFESSIONAL SERVICES	024411	01/06/2026	SANITARY SEWER STUDY	610-815-6490	14,693.25
WULFEKUHLE INJECTION & P...	03-12398	01/06/2026	REMOVE/APPLICATION OF BIO-SOLIDS	610-815-6499	24,725.40
US CELLULAR	0772445422	01/06/2026	CELL PHONES	610-815-6373	55.88
ACTION SEWER & SEPTIC SERV...	131074	01/06/2026	SERVICE LINE VERIFICAITON	610-815-6499	545.00
AGVANTAGE FS	14030217	01/06/2026	FUEL	610-815-6512	154.90
AGVANTAGE FS	14030218	01/06/2026	FUEL	610-815-6512	43.84
AGVANTAGE FS	14030219	01/06/2026	FUEL	610-815-6512	46.67
AGVANTAGE FS	14030220	01/06/2026	FUEL	610-815-6512	19.83

Expense Approval Report

Payable Dates: 1/6/2026 - 1/6/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AGVANTAGE FS	14030221	01/06/2026	FUEL	610-815-6512	31.81
WELLMARK	253420000364	01/06/2026	INSURANCE	610-815-6150	3,932.04
AT & T MOBILITY	287320821332X12062025	01/06/2026	CELL PHONES	610-815-6373	208.40
ALLIANT ENERGY	31399-O-0932	01/06/2026	ELEC. - STREET LIGHTS, TRAFFIC SIGNALS, SIRENS	610-815-6371	7,064.19
CRYSTAL CLEAR WATER CO	527533	01/06/2026	WATER & SEWER TESTING SUPPLIES	610-815-6511	42.50
EMC INSURANCE COMPANIES	7002984530	01/06/2026	POLICY CHANGE	610-815-6408	10.20
USA BLUE BOOK	INV00913445	01/06/2026	WATER/SEWER TESTING SUPPLIES	610-815-6507	144.62
ACCESS SYSTEMS	INV1901938	01/06/2026	TECHNOLOGY SERVICES	610-815-6419	676.15
				Fund 610 - Sewer Total:	53,661.22
				Grand Total:	256,530.80

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	64,183.89
110 - Road Use Tax	39,508.83
112 - Employee Benefit	10,963.00
307 - Park Road Paving	5,069.24
309 - US HWY 6 RECONSTRUCTION	49,263.40
330 - Tiffin Firetruck	1,899.00
600 - Water	31,982.22
610 - Sewer	53,661.22
Grand Total:	256,530.80

Account Summary

Account Number	Account Name	Payment Amount
001-150-6181	UNIFORM ALLOWANCE -...	575.55
001-150-6230	TRAINING - FIRE	50.00
001-150-6310	BUILDING REPAIRS - FIRE	100.00
001-150-6331	FUEL - FIRE	1,485.22
001-150-6332	VEHICLE REPAIRS - FIRE	2,136.45
001-150-6350	OPERATIONAL EQUIPM...	107.00
001-150-6371	UTILITIES- FIRE	472.75
001-150-6373	TELEPHONE/COMMUNI...	199.35
001-150-6419	TECHNOLOGY SERVICES-...	169.04
001-151-6181	NON-UNIFORM CLOTHI...	2,268.90
001-160-6504	MINOR EQUIPMENT - E...	113.45
001-170-6331	FUEL - BUILDING	653.49
001-170-6373	TELEPHONE/COMMUNI...	62.51
001-170-6419	TECHNOLOGY SERVICES-...	169.04
001-199-6371	UTILITIES-WARNING SIR...	153.41
001-199-6413	DIGGING PROTECTION ...	243.20
001-210-6417	RAILROAD CROSSING MA..	2,848.08
001-410-6507	OPERATING SUPPLIES - L...	54.00
001-410-6517	READING PROGAMS - LI...	1,618.80
001-430-4712	SUPREME FLAG LEAGUE	2,008.46
001-430-6181	UNIFORM ALLOWANCE -...	411.24
001-430-6332	VEHICLE REPAIRS - PARKS	33.96
001-430-6371	UTILITIES-PARKS	807.64
001-430-6497	RESTROOM SERVICES - ...	402.00
001-430-6504	MINOR EQUIPMENT - P...	11.99
001-430-6507	OPERATING SUPPLIES - ...	369.26
001-430-6512	VEHICLE/EQUIPMENT F...	237.64
001-430-6783	CITY PARK IMPROVEME...	24,115.50
001-431-6419	TECHNOLOGY SERVICES-...	169.04
001-431-6486	ZUMBA COACHING REL...	50.40
001-431-6507	UNIFORMS - RECREATION	1,595.80
001-520-6411	LEGAL - DORSEY	17,000.00
001-620-6419	TECHNOLOGY SERVICES	1,427.30
001-640-6414	PRINTING/PUBLISHING	625.57
001-650-6371	UTILITIES-CITY HALL	214.51
001-650-6409	CITY HALL CLEANING	405.29
001-650-6508	POSTAGE	600.00
001-650-6599	MISCELLANEOUS EXPEN...	187.45
001-660-6408	INSURANCE-PROPERTY I...	30.60
110-210-6181	UNIFORM ALLOWANCE ...	411.23
110-210-6230	TRAINING - RUT STREETS	1,054.00
110-210-6310	BUILDING REPAIR/MAIN...	482.44
110-210-6331	VEHICLE OPERATIONS-R...	26.97
110-210-6332	VEHICLE REPAIRS - RUT ...	16.99
110-210-6371	UTILITIES - RUT STREETS	892.97

Account Summary

Account Number	Account Name	Payment Amount
110-210-6373	TELEPHONE/COMMUNI...	201.68
110-210-6409	PUBLIC WORKS CLEANI...	405.29
110-210-6412	MEDICAL/WELLNESS ST...	193.00
110-210-6419	TECHNOLOGY SERVICES-...	169.04
110-210-6501	CHEMICALS- RUT STREE...	26,503.75
110-210-6504	MINOR EQUIPMENT - R...	161.99
110-210-6507	OPERATING SUPPLIES -R...	387.23
110-210-6509	POSTS/SIGNS - RUT STRE...	32.00
110-210-6512	VEHICLE/EQUIPMENT F...	2,970.44
110-230-6371	STREET LIGHTS - UTILITY	5,416.87
110-240-6371	TRAFFIC SIGNALS - UTILIT..	182.94
112-150-6150	GROUP INSURANCE - FIRE	561.72
112-170-6150	GROUP INSURANCE - BU...	2,621.36
112-210-6150	GROUP INSURANCE - ST...	3,421.86
112-430-6150	GROUP INSURANCE - PA...	936.20
112-610-6150	GROUP INSURANCE - CIT...	1,872.40
112-620-6150	GROUP INSURANCE - CL...	1,549.46
307-210-6407	ENGINEERING- NORTH P...	5,069.24
309-210-6407	ENGINEERING - US HWY ...	49,263.40
330-150-6499	CONTRACTUAL- FIRETR...	1,899.00
600-810-6150	GROUP INSURANCE - W...	3,983.56
600-810-6181	UNIFORM ALLOWANCE -...	132.99
600-810-6332	VEHICLE REPAIRS - WAT...	8.99
600-810-6371	UTILITIES - WATER	14,572.82
600-810-6373	TELEPHONE/COMM-WA...	264.19
600-810-6408	INSURANCE-PROPERTY I...	10.20
600-810-6419	TECHNOLOGY SERVICES	676.15
600-810-6501	CHEMICALS	9,892.08
600-810-6504	MINOR EQUIPMENT	85.29
600-810-6507	OPERATING SUPPLIES	159.62
600-810-6508	POSTAGE	1,200.00
600-810-6511	WATER TESTING SUPPLI...	42.50
600-810-6512	VEHICLE/EQUIPMENT F...	297.05
600-810-6519	OPERATING EQUIPMENT	656.78
610-815-6150	GROUP INSURANCE - S...	3,983.58
610-815-6371	UTILITIES - SEWER	7,064.19
610-815-6373	TELEPHONE/COMM-SE...	264.28
610-815-6408	INSURANCE-PROPERTY I...	10.20
610-815-6419	TECHNOLOGY SERVICES	676.15
610-815-6490	OTHER PROFESSIONAL S...	14,693.25
610-815-6499	OTHER CONTRACTUAL S...	25,270.40
610-815-6507	OPERATING SUPPLIES	159.62
610-815-6508	POSTAGE	1,200.00
610-815-6511	SEWER TESTING SUPPLIES	42.50
610-815-6512	VEHICLE/EQUIPMENT F...	297.05
Grand Total:		256,530.80

Project Account Summary

Project Account Key	Payment Amount
None	256,530.80
Grand Total:	256,530.80



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE: January 2, 2026

AGENDA ITEM: One-Time Water & Sewer Adjustment – 1026 Creekside Drive

ACTION: Approval

Background:

The City received a formal application from resident Jihan Adam, located at 1026 Creekside Drive, requesting a one-time water and sewer bill adjustment due to a toilet leak in the house. The leak reportedly persisted for a couple of months even after it was fixed the first time.

This request is made in accordance with City Ordinance Nos. 2017-398 and 2017-399, which allow for a one-time adjustment to both water and sewer bills, capped at \$250 each, based on the average of the previous twelve billing cycles.

Analysis:

Based on the documentation provided:

- **Water Average (12-month):** \$34.99
- **Sewer Average (12-month):** \$41.69
- **Recent Bills:**
 - Water: \$193.87
 - Sewer: \$174.37
- **Calculated Refunds:**
 - Water: \$123.89 (capped at \$250)
 - Sewer: \$90.99 (capped at \$250)
- **Total Adjustment Requested:** \$214.88 (combined cap: \$500)

The applicant has paid the average amounts as required and is seeking Council approval for the remaining adjustment to be applied to her next utility bill.

Recommendation:

The Utility Billing Clerk recommends approval of the one-time water and sewer adjustment for Jihan Adam at 1026 Creekside Drive, in accordance with Ordinance Numbers 2017-398 and 2017-399. The total adjustment amount of \$214.88 falls within the allowable combined cap of \$500.

ATTACHMENTS: Application Request, Ordinance 2017-398 and 2017-399



Application for One-Time Water and Sewer Adjustment

Name: Jihan adam Date: December 16, 2025

Service Address: 1026 Creekside Dr tiffin IA 52340

Phone Number: 7739699182

Resident Account Number: 01-00101026-01

Reason for application: I got high water bills for November and December due to the toilet leaks and I hired someone to fix it but still keep having the same problem. Today hired new company and fixed the toilet.

**CITY OF TIFFIN ORDINANCE NO. 2017-398
AN ORDINANCE AMENDING THE MUNICIPAL CODE OF TIFFIN, IOWA, CHAPTER 92, BY
ADDING SECTION 92.10 - WATER ADJUSTMENT**

92.10 WATER ADJUSTMENT. Upon application to and at the discretion of the Tiffin City Council, each customer or address within the Corporate Limits of the City of Tiffin may be allowed a one-time adjustment on the water bill at that address or meter with an adjustment cap of \$250.00. A twelve-month average billing amount will be established from the twelve immediate previous billing cycles. The customer will pay no less than the average of those previous twelve months. Tax will be paid on the original full billing amount, regardless of the amount of adjustment. If an adjustment is made to the customer's water bill under this ordinance then the one-time sewer adjustment must also be used at the same time.

**CITY OF TIFFIN ORDINANCE NO. 2017-399
AN ORDINANCE AMENDING THE MUNICIPAL CODE OF TIFFIN, IOWA, SECTION 99.10(1) OF
CHAPTER 99, PAYMENT OF BILLS - SEWER ADJUSTMENT**

99.10(1) SEWER ADJUSTMENT. Upon application to and at the discretion of the Tiffin City Council, each customer or address within the Corporate Limits of the City of Tiffin may be allowed a one-time adjustment on the sewer bill at that address or meter with an adjustment cap of \$250.00. A twelve-month average billing amount will be established from the twelve immediate previous billing cycles. The customer will pay no less than the average of those previous twelve months. Tax will be paid on the original full billing amount, regardless of the amount of adjustment. If an adjustment is made to the customer's sewer bill under this ordinance then the one-time water adjustment must also be used at the same time.

12/16/2025

Signature  Date: _____

***You will be required to pay the average amount of your previous twelve utility bills at the time of application and pending City Council approval, any further adjustments will be made on the following utility bill.

Jihan Adam
 1026 Creekside Dr
 01-00101026-01

	<u>WATER</u>	<u>Water Average</u>	<u>W Refund</u>	<u>SEWER</u>	<u>Sewer Average</u>	<u>S Refund</u>
1/1/2025	\$ 120.05	\$ 34.99	\$ 85.06	\$ 106.28	\$ 41.69	\$ 64.59
12/1/2025	\$ 73.82	\$ 34.99	\$ 38.83	\$ 68.09	\$ 41.69	\$ 26.40
11/1/2025	\$ 42.54			\$ 42.25		
10/1/2025	\$ 41.80			\$ 41.64		
9/1/2025	\$ 41.16			\$ 41.11		
8/1/2025	\$ 31.59			\$ 40.73		
7/1/2025	\$ 30.05			\$ 39.40		
6/1/2025	\$ 28.45			\$ 38.03		
5/1/2025	\$ 32.47			\$ 41.49		
4/1/2025	\$ 29.61			\$ 39.02		
3/1/2025	\$ 34.34			\$ 43.11		
2/1/2025	\$ 35.00			\$ 43.68		
1/1/2025	\$ 41.05			\$ 48.90		
12/1/2024	\$ 31.81			\$ 40.92		
	\$ 419.87	Total 12 mo.		\$ 500.28	Total 12 mo.	
	\$ 34.99	Average		\$ 41.69	Average	

Water Refund	\$ 123.89	MAX \$250
Sewer Refund	\$ 90.99	MAX \$250
FORGIVENESS GRAND TOTAL:	\$ 214.88	MAX \$500



P.O. BOX 259
TIFFIN, IA 52340
(319) 545-2572



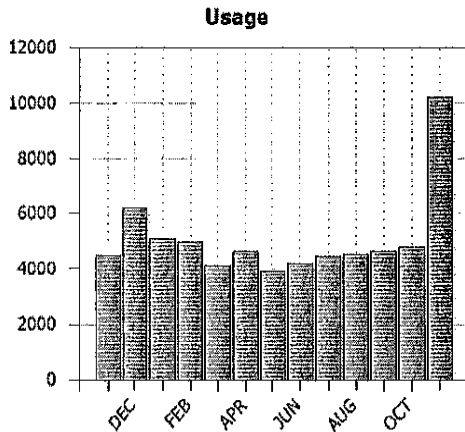
JIHAN ADAM
1026 CREEKSIDE DR
TIFFIN, IA 52340

Account Number	AMOUNT DUE
01-00101026-01	\$168.34
Due Date	After Due Date Pay
12/20/2025	PAID BY DRAFT
Account Name	
JIHAN ADAM	
Service Address	
1026 CREEKSIDE DR	
Amount Enclosed	

There will be a charge on all returned checks.
Please return this portion with your payment.
When paying in person, please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name				Service Address		Account Number
JIHAN ADAM				1026 CREEKSIDE DR		01-00101026-01
Status	Service Dates			Bill Date	Penalty Date	Due Date
	From	To	# Days			
Active	10/15/2025	11/15/2025	31	11/25/2025	12/21/2025	12/20/2025



CURRENT READING	PREVIOUS READING	USAGE
25,313	24,290	10,230

PREVIOUS BALANCE	\$109.34
PAYMENTS	\$109.34
ADJUSTMENTS	\$0.00
PENALTIES	\$0.00
PAST DUE AMOUNT	\$0.00

WA RES MAIN BASE	15.00
WA RES MAIN CONS	58.82
SW RES MAIN BASE	19.50
SW RES MAIN CONS	48.59
GARBAGE	13.50
STORM WATER	3.00
RECYCLING	5.50
Tax	\$4.43

CURRENT BILL	\$168.34
AMOUNT DUE	\$168.34

PAID BY DRAFT

To make a utility payment online, you can visit
<https://tiffinia.municipalonlinepayments.com/tiffinia>

Upcoming Jan. issued Bill

Bill Preview

Close Form

Print Screen

Help

Account Number

01-00101026-01

Projected Bill Amount

\$423.87

Account Status

Active

Bill Period

11/15/2025 - 12/15/2025

Bill Date

12/15/2025

Number of Days

30

Service Detail

Service	Rate Code	Previous	Current	Consumption	Projected Bill Amount
100 - WATER	WA RES MAIN - WA RES MAIN	25,313	27,140	18,270	127.25
400 - SEWER	SW RES MAIN - SW RES MAIN				106.28
500 - REFUSE	GB 65 - GB 65 GAL				13.50
600 - STORMWATER	SF RES - SF RESIN				3.00
RE 65 - REC 65 GAL					
					\$255.53

Calculate Projected Bill

Billing Profile

Services Billed	\$255.53
Contracts Billed	\$0.00
Deposits Billed	\$0.00
Deposits Returned	\$0.00
Deposit Adjustments	\$0.00
Energy Assistance	\$0.00
Energy Assistance Returned	\$0.00
Total Bill	\$255.53
Arrears	\$168.34
Total Projected Bill Amount	\$423.87



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Phone: (319) 354-1104 • Fax: (319) 354-6962
www.phelantuckerlaw.com

December 19, 2025

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Carolyn Russell Wallace

James K. Weston

Pope S. Yamada

Retired
Richard M. Tucker
Bruce L. Walker

Daniel W. Boyle
[1933-2013]

Charles A. Mullen
[1937-2001]

William V. Phelan
[1922-2013]

William M. Tucker
[1922-2003]

***Also admitted to
practice in Illinois**

Via Email

Mayor Tim Kasperek
2026 City Councilors
City of Tiffin, Iowa

Dear Mayor Kasperek and Council Members:

With the New Year approaching I wanted to wish you all the best in the coming year. I request that the Council re-appoint me as the City Attorney for the City of Tiffin for the coming year. As the City of Tiffin continues to grow I would like to continue my work with the City on various projects.

My billing rate for services to the City will be \$200.00 an hour. Other attorneys and paralegals with my Firm may work on matters for the City and their hourly rates may be the same or less.

Please contact me with any questions or concerns. I appreciate and look forward to the opportunity to be of service.

Very Truly Yours,

/s/ Crystal Raiber

Crystal K. Raiber

CKR

CITY OF TIFFIN
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 2, 2026

- Items I-1 and I-2 – The final plat is still yet to be delivered and the developer's agreement is in draft form only. We expect completed documents next week. Also, at the meeting on Tuesday night there will need to be a discussion as to the extent of the financial responsibility of the Grove Park Development for the improvements to Highway 6 that will take place within the timeframe of the development.
- As mentioned at the last meeting, the Special Census field representatives have arrived and have been out in the community as well as making phone calls. I do not have an approximate timeline for the completion of the census yet but hope to have one within the next week.
- At the last meeting we postponed the annual report for the Building Department from Brian Shay. We will again postpone that report until the January 20th council meeting as Brian will be out of town on January 6th.
- The work session on Tuesday night will consist of having a condensed version of our normal goal setting session. This 'minor' strategic planning and goal setting session will be conducted similarly to previous ones however, we will primarily focus on minor projects, initiatives, programs, policies or equipment purchases that can be accomplished within the next five years. I will be sending out additional information over the weekend as I complete compiling the results.
- The next Joint Entities Meeting is scheduled for Monday, January 12th at 4:30 p.m. The meeting will be hosted by the City of North Liberty located at 360 North Main Street. If anyone has an agenda item they would like to have discussed, please submit it to me prior to Wednesday, January 7th.
- Nancy Schulzetenberg with BerganKDV will be joining the work session remotely at the January 20th meeting to give a short presentation on the FY 2024-2025 City Audit and discuss the process and potential findings.