

City of Tiffin

2018 Comprehensive Plan



Prepared by the East Central Iowa Council of Governments

Acknowledgements



A Growing Community Under Development

Mayor

Steve Berner

City Council

Jim Bartels

Al Havens

Mike Ryan

Eric Schnedler

Peggy Upton

City Administrator

Douglas Boldt

The Plan Consultants

Chad Sands, AICP, Project Coordinator

Brock Grenis, Mapping and GIS Support

Jacob Spratt, all 2014 photo credits

East Central Iowa Council of Governments

With special thanks to:

Tiffin Planning and Zoning Commission

The Tiffin Planning Committee

Brian Shay, City Building Official

Benjamin Carhoff, P.E., City Engineer, Hart - Frederick
Consultants

The City of Tiffin

The East Central Iowa Council of Governments is an intergovernmental council governed by a board of directors comprised of elected officials and private citizens. ECICOG was created to promote regional cooperation and to provide professional planning services to local governments in Benton, Iowa, Johnson, Jones, Linn and Washington Counties.

Table of Contents

Acknowledgements.....	2
Table of Contents.....	3
Executive Summary.....	5
Introduction.....	6
The Tiffin Plan.....	7
The Planning Process.....	8
How to Use This Document.....	9
Profile and Analysis.....	10
Population Trends and Projections.....	11
Demographics.....	19
Population Findings.....	21
Housing Analysis.....	22
Housing Findings.....	26
Economic Development.....	27
Introduction.....	28
Strengths and Weaknesses.....	28
Economic Development Goals and Policies	30

Table of Contents

Infrastructure.....	32	Implementation and Administration..	66
Introduction.....	33	Administrative Background.....	67
Infrastructure Systems.....	34	Development Review.....	68
Infrastructure Analysis.....	39	Goals, Objectives, and Strategies	69
Infrastructure Goals and Policies.....	40	Implementation.....	71
Parks and Recreation.....	42	Plan Appendix.....	80
Green Space and Park System Plan.....	43	Glossary of Terms.....	81
Park System Vision.....	44	Community Survey Results.....	86
Park System Summary.....	46	Notes.....	88
Land Use.....	47		
Introduction.....	48		
Land Use Tools.....	48		
Future Direction In Land Use.....	53		
Land Use Plan Analysis.....	64		

Executive Summary

ECICOG, in partnership with the City of Tiffin, provided coordination, planning and facilitation support and identified city-wide recommendations and strategies for the long-term growth and development of the city. Efforts focused on important opportunities to advance growth through the year 2030. These efforts included a community visioning process; the development of strategies addressing business development and infrastructure; and a discussion of future housing issues and needs.

This document also contains information essential for future planning efforts in the city, including land use policies and objectives. It will serve as a coordinated guide for continued planning and development in order to manage growth and make the most efficient possible use of the city's resources. It can also serve as a reference and guide to other research or grantsmanship carried out by city leaders for the general betterment of the community.

In addition, this Comprehensive Plan - which was originally adopted in 2014 - utilizes the State of Iowa Smart Planning legislation. The legislation, adopted by the State in 2010, established 10 Smart Planning principles and 13 smart planning elements which helped guide the planning process.

In 2018, the plan underwent an update to facilitate the continued growth of the community. Most of the plan's goals and policies remained from the 2014 edition. However, census data was updated when possible, as well as minor changes to the future land use map and the plan's text to reflect Tiffin's growing population.

ECICOG appreciates the efforts of the Tiffin Planning Committee members who have contributed their time and ideas to the formulation of this plan. Also, special thanks should go to many citizens of the community. Their input has made this document a pertinent and meaningful plan which represents the needs and desires of the people in and around Tiffin.

Introduction

The Tiffin Plan – 7

The Planning Process – 8

How to Use This Document – 9

Introduction

Introduction

The Tiffin Plan

This plan is intended to be a guide for the City of Tiffin to coordinate growth and development over the course of the next twenty years. The plan is focused on the area within the current city limits and in the surrounding future growth boundary outside the city.

The plan, utilizing Iowa's new Smart Growth principles and elements, includes an in-depth look at the City's population, housing, economic base, transportation, public and recreational facilities, physical infrastructure and current and future land uses. In addition, broad citywide goals are outlined and policy guidelines are recommended to achieve those goals. The plan, however, is not meant to be a strict blueprint, but rather a guide for officials in their decision-making.

This document looks twenty years into the future, and offers a framework for growth and development during that period. This plan is not a regulatory document, but a policy document. By considering the impact of future development well into the 21st century, a community direction can be established to guide the development of regulatory tools such as zoning ordinances, subdivision regulations, housing and building codes and annexation procedures.

The plan has two fundamental purposes. First, it presents a unified vision for Tiffin articulated from the hard work and participation of the citizens who devoted their time and effort toward creating this plan. Secondly, it provides the legal basis for land use regulation such as zoning and subdivision ordinances.



New Tiffin City Hall, April 2014

Introduction

The Planning Process

Provisions should be made for amending this document as policies and data become outdated. This authority should be used with discretion, however, since much of its value can easily be lost through frequent or arbitrary changes. Amendments may be proposed by the Planning and Zoning Commission, the City Council, or by concerned citizens. Any proposal must always be referred to the zoning commission for consideration and recommendation to the Council.

The planning process should be an ongoing endeavor. As such, an update to this plan was completed in 2018. The success of this plan will require the support of citizens as well as the City Council. Cooperation from the public and private sectors will provide long-term benefits to the entire planning area and ultimately the City of Tiffin.

Since the planning process is ongoing, it is important to identify a preferred vision for the future of Tiffin. Based on the input from the planning committee and results of the community-wide survey, it was felt the overriding policy statement should be as follows:

Growth and development should continue within and around Tiffin but not at the detriment of the existing community.

The goals and policies contained in this comprehensive plan will allow the city to manage the significant growth projected for Tiffin while maintaining the existing character residents have come to enjoy. Due to its prime location at the crossroads of the heartland which likely drive future growth, Tiffin has become known as a growing community under development.

Introduction

How to Use This Document

It is recommended that the city identify someone to manage and lead implementation of action steps detailed in this plan and other actions as they are identified. It is important to have someone responsible for guiding ongoing future planning efforts. This overall coordinator should be the zoning administrator.

In addition to the overall coordinator, each of the strategies, initiatives or tools described will require someone who assumes ownership to ensure progress towards implementation. In most instances, it is beneficial to have someone who is familiar with the strategy, initiative or tool and able to work with appropriate entities needed to accomplish the work. A champion may be an individual or agency, although one person should be the designated coordinator for the city's future planning efforts.

It is also recommended that the entire plan be carefully reviewed annually to insure that the data and land use maps are updated. Policies may have to be updated as well. The review may be simple if the city has not grown in the years prior to the review or it may be more elaborate following a period of rapid growth or change. The results of the review and revision may very well mean changes in the zoning or subdivision ordinances or other developmental tools.

Successful communities do not just happen. They must be continually shaped and guided. New issues and opportunities will inevitably arise. While no plan could possibly foresee every issue, the goals and strategies developed in the 2018 Tiffin Comprehensive Plan will provide flexibility for city officials and area residents in successfully planning for the future.

Profile and Analysis

Population Trends and Projections – 11

Demographics – 19

Population Findings – 21

Housing Analysis – 22

Housing Findings – 26

Profile and Analysis

Population Trends and Projections

A planning program for the physical development of a community must be based upon the requirements, both present and future, of the citizens living in the area. In order to establish what these requirements will be, it is necessary to know as accurately as possible how many people will be living in the area in the foreseeable future.

Precise predictions of future populations, of course, are not possible. However, a reasonable, reliable forecast can be made on the basis of past studies, population trends over the years, and current, observable patterns. This is essential in arriving at reasonable goals and objectives with respect to services and overall development.

The following section of the Plan will review the City of Tiffin's rapidly growing population.

Tiffin Population Quick View

2000	2010	% Change 2000-2010	2016	% Change 2010-2016
975	1,947	99.7%	3,006	54.4%

Source: U.S. Census

The U.S. Census is estimating that the population of Tiffin in July 2016 has continued to grow to 3,006 residents. This represents a 54.4% growth rate since 2010.

Profile and Analysis

Population Trends

Except for the 1960s, Tiffin has seen fairly steady population growth since the early 1900's. For a graphic illustration of this fact, please refer to the chart on the following page.

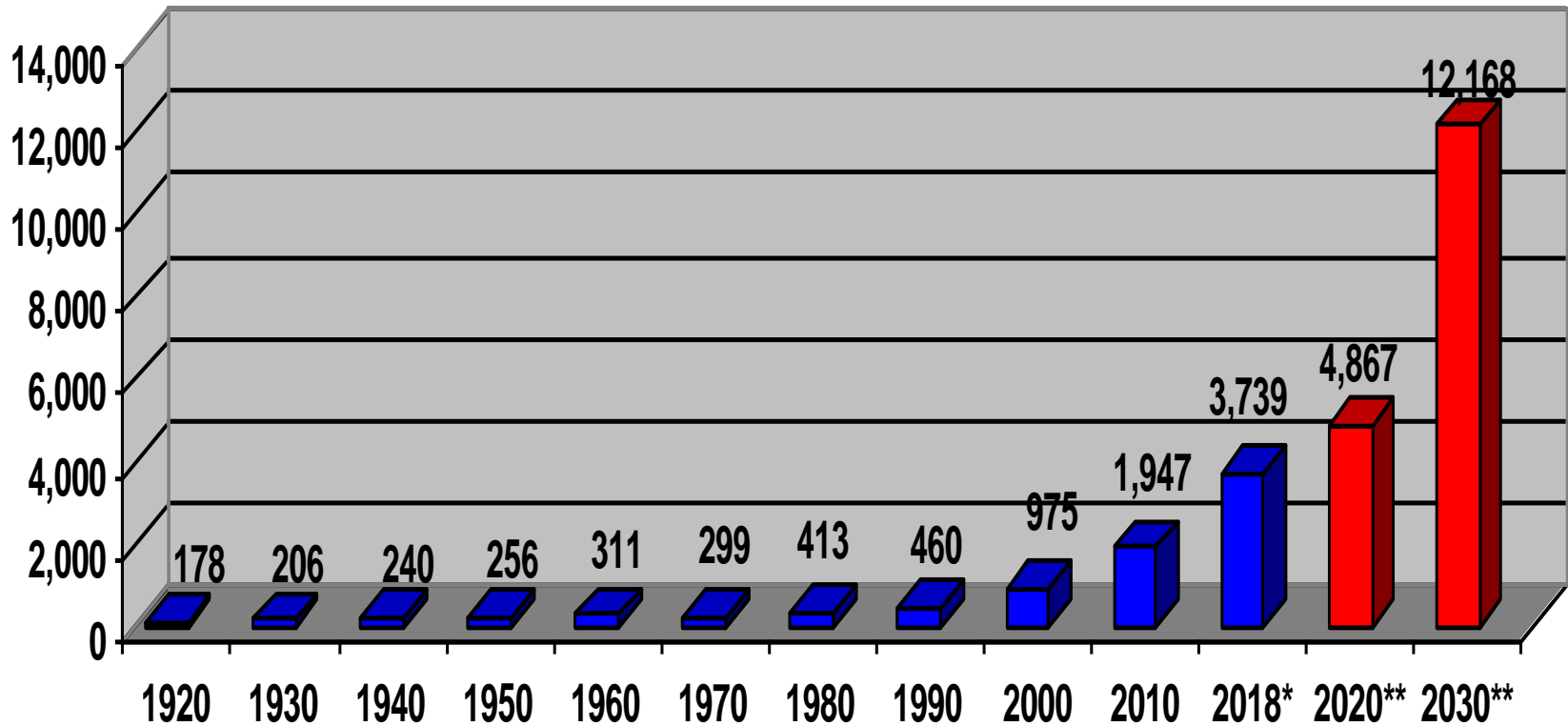
More recently, according to the U.S. Census, Tiffin realized a substantial 112 percent increase in population from 1990 to 2000 bringing the city's population to 975 and another nearly 100% growth rate from 2000 to 2010. A 2016 Census estimate has put the city's population at 3,006 – a six-year growth rate from 2010 of over 54 percent. A 2017 estimate was established based on building permit data from the city. Using 2.3 people per household and 779 new units constructed, the 2018 estimated population was nearly 3,739 residents.

The 3,739 estimated population represents a 92% growth rate since 2010. Based on available building lots and potential developments currently in the planning phase, the growth rate is projected to be much higher than that going forward.

The projected populations for 2020 and 2030 are shown on the chart and discussed later in the chapter. The population is expected to be near 4,900 residents by 2020 and potentially over 12,000 by 2030. Tiffin has seen tremendous population increases in the last twenty years. Although very large population increases are generally difficult to maintain as the population increases, Tiffin's prime location and substantial amount of developable land will likely ensure large population increases will continue during the life of this plan.

Profile and Analysis

Population Trends, City of Tiffin (1920 – 2016)



Source: U.S. Census

* 2018 is a U.S. Census estimate

** 2020 and 2030 predictions are based on a 150% growth rate

Profile and Analysis

The substantial population growth of Tiffin during the last fifteen years may be due in part to the large annexation of land the city took in during the early 2000s. It may also be due to residents who work in the Iowa City and Cedar Rapids metropolitan areas but want to live in a small-town setting. Interstates 380 and 80 make access to the metro areas effortless.

If the national and local economies continue their recovery, growth in the Iowa City metro area should continue to expand outward to cities like Tiffin and North Liberty. Tiffin may see additional residents that work in the metro area yet live in the outlying areas. Also, as Tiffin's economic development efforts grow, there will likely be more employment locally, creating additional population growth.

However, if gas prices increase dramatically, commuters may be less likely to move great distances from where they work. Unless Tiffin's economic development efforts bring more employment locally, this factor alone may slow Tiffin's future growth potential relative to larger cities with employment opportunities.

Population Growth of Similar Sized Cities

There are several communities within the region that had similar populations and situations as Tiffin. Each community is located within a short drive of the Cedar Rapids or Iowa City metro areas. Since 1990, all five cities have experienced varying degrees of growth (see the chart on page 18).

Profile and Analysis

There are basically four types of cities within the region.

- 1) Large metro area cities (Cedar Rapids, Iowa City)
- 2) Cities directly adjacent to the metro areas (Tiffin, Fairfax, Ely, Robins, etc.)
- 3) Mid-size, stand-alone cities (Vinton, Anamosa, Washington, etc.)
- 4) Small, rural towns and villages (Garrison, Luzerne, Mount Auburn, etc.)

The cities located directly adjacent to Cedar Rapids or Iowa City, such as Fairfax and Tiffin, have experienced substantial growth during the 1990s and 2000s. Population trends of this nature may come with substantial negative costs to a city, such as lack of housing space, loss of farm land, increased need for infrastructure and other services, and the extreme cost of those services, as well as the loss of the small-town character. Many other cities near the Cedar Rapids metro area have experienced growth rates in the upper teens and even more as well, such as Hiawatha and Center Point, or the Iowa City metro area like North Liberty or Coralville.

Cities such as Vinton, Anamosa and Washington are all stand-alone cities. They are the employment centers of their respective counties. These cities have not seen the double and triple digit percentage growth rates like North Liberty, Fairfax and Tiffin have seen. But they have seen steady growth. Population increases between 5 and 10% are generally more likely for these communities. Many cities find it easier to plan and budget for infrastructure costs when the growth rate is in the 5 to 10% range. When much larger growth rates are projected, it is imperative that the community has a plan for the logical extension of services to manage the growth.

Profile and Analysis

Population Trends of Similar Sized Cities						
City	1990	2000	Change (%)	2010	Change (%)	County
Robins	875	1,806	106.4%	3,142	74.0%	Linn
Ely	517	1,149	122.2%	1,776	54.6%	Linn
Fairfax	780	889	14.0%	2,123	138.8%	Linn
Walford	303	1,224	304.0%	1,463	19.5%	Linn
Atkins	637	977	53.4%	1,670	70.9%	Benton
Tiffin	460	975	112.0%	1,947	99.7%	Johnson

Source: U.S. Census

The one constant between most cities in the region experiencing substantial growth is the link to the Cedar Rapids or Iowa City metro areas. Tiffin's link to Iowa City should position the community for continued future expansion.

Population Projections

As stated before, population projections can be used to plan for the appropriate level of services for future development. When used cautiously, population projections provide an estimate of future growth barring any unforeseen significant change in the economic or social composition of the community. With a sound population projection, a city can plan for infrastructure capacities, housing needs, and future land use requirements.

Profile and Analysis

Tiffin Population Projections

Projected Growth	2010	2018 (estimate)	2020	2030
100% Growth rate	1,947	3,739	3,894	7,788
125% Growth rate	1,947	3,739	4,380	9,856
150% Growth rate	1,947	3,739	4,867	12,168
175% Growth rate	1,947	3,739	5,354	14,723

Source: ECICOG

The above table shows several population projections for Tiffin. Four different scenarios are shown for comparison. The growth rates shown in the table represent the percentage increase per decade (between each census period). In each projection, Tiffin realizes rapid population growth.

Based on trends of the last 20 years (high residential growth surrounding the Iowa City metro area, and growth of cities of similar size to Tiffin in the ECICOG Planning Region), and the location of major transportation systems running near the city (Interstates 380 and 80) connecting it to Cedar Rapids, Iowa City and beyond, the population is expected to continue to increase at rates around 150 percent. This is quantified by the number of building permits issued in the city since 2010 and existing platted lots available for development as well as proposed developments currently in the planning phase.

Profile and Analysis

As mentioned before, it is unlikely that the city will be able to maintain large percentage growth rates (as shown by the 175% projection above). As the population increases, large percentage changes are much more difficult. In addition, the economy, rising fuel and heating costs, the amount of developable land and available community services (sewer, water, police, roads, etc.) will ultimately dictate how fast Tiffin grows. Very large percentage growth rates can be a burden on community services. The 175% projection is shown in the unlikely event that extraordinary growth rates will continue over the long-term. It is possible rising energy and fuel prices will slow housing construction in outlying areas and reduce the likelihood that commuters would be willing to drive long distances to work.

However, as mentioned before, barring any unforeseen significant change in the economic or social composition of the region, the city could realize a 150% growth rate through 2030. A population near 12,000 could be expected by that time. For planning purposes, the 150 percent projection will be used throughout the document when discussing future infrastructure capacities, housing and land use needs.

Here is a look at the 2009 Tiffin Land Use Plan population projections for comparison purposes. The 2009 plan was slightly over the 2010 census total and was significantly lower than the 2020 projection of this plan.

2009 Tiffin Comprehensive Plan Population Projections

	2000	2010	2020
Population	975	2,132	2,558

Source: City of Tiffin 2009 Land Use Plan

Profile and Analysis

The Land Use portion of the plan will look at the amount of undeveloped land remaining within the city limits and examine possible appropriate future growth areas outside of the existing city boundaries to facilitate this future growth.

As stated before, population projections should be used cautiously. Changes in local, state and national economies can have a profound affect on population counts. The rising cost of oil and natural gas could very well continue to negatively impact the economy, making even the lower percentage growth rates unattainable. However, with the proximity to employment and retail centers, major transportation routes and available land, platted lots and services, the city's population may be able to withstand small changes in the national economy and reach the plan's projected total of over 12,000 by the year 2030.

Demographics

Age Cohorts

Population projections are used to plan appropriately for future growth and development. Breaking down the population by demographics is just as important to the planning process by showing the related demographic needs of the community.

As seen in the table on the following page, in 2010, Tiffin had a fairly balanced age make-up with the median age of residents at 31.2. This is significantly younger than the median age of the state of Iowa at 38.1. Tiffin is generally much younger than the region as a whole, as well. The largest group based on percentage is in the prime employment stage of life at 25 to 49 years of age. The second largest group would be children under the age of nineteen. The smallest groups include those over 60 years of age.

Profile and Analysis

Age Cohorts	Male	Female	Total
0 to 9 years	176	156	332
10 to 14 years	66	67	133
15 to 19 years	49	51	100
20 to 24 years	66	72	138
25 to 29 years	99	108	207
30 to 34 years	102	102	204
35 to 39 years	91	81	172
40 to 44 years	67	77	144
45 to 49 years	73	62	135
50 to 54 years	37	53	90
55 to 59 years	47	52	99
60 to 64 years	28	34	62
65 to 69 years	24	25	49
70 to 74 years	13	15	28
75 to 79 years	6	18	24
80 to 84 years	4	7	11
85 years and over	4	15	19
Total	952	995	1,947

Source: U.S. Census

Looking at the changes in the age groups of Tiffin, in twenty years during the life of this plan, the largest age group will shift to the 50-54 group, still in the employment stage. However, a large percentage of residents will be moving into the 55 and above group and will be retiring.

The population of Tiffin will begin to increase in age and services the community offers may need to reflect the changing demographics. Services such as elderly housing may play a larger role in the future development of the community.

However, during the life of this plan, more families are expected to continue to move into the community creating a young, vibrant, growing city. Tiffin's demographics are another reason to suggest large population increases are likely during the next twenty years.

Profile and Analysis

Population Findings

- Rapid population increases since 1990. Tiffin has grown 713% between 1990 and 2017.
- Median age in 2010 is significantly younger than the state of Iowa (31.2 versus 38.1).
- Median age is anticipated to increase slightly as the largest age cohorts begin to shift near retirement age.
- The city's population increase since 1990 is significantly higher than the average in the ECICOG region (8 percent). Tiffin was one of several communities experiencing substantial growth (double and triple digit percentage growth rates) during this time.
- The population is expected to be near 4,900 residents when the next census (2020) is released.
- Tiffin should prepare for an estimated population of near 12,000 residents by the year 2030 or the equivalent of approximately 10,000 new residents between 2010 and 2030. Housing, infrastructure and land use needs throughout the plan will be based on this projection.

Profile and Analysis

Housing Analysis

In addition to examining population trends and demographics, a look into the city's current and future housing needs must be taken in order to establish growth management strategies for the planning area. Housing development is crucial to a growing community. With implications in land use and infrastructure decisions, housing trends should be studied to establish adequate growth areas in and around the community.

According to the Census, the number of housing units in 2010 stood at 848. As of January 2018, there have been 779 new units built, bringing the total number of units in the city to approximately 1,627. In development terms, the projected population increase (at the 150% growth rate per census and 2.3 people per housing unit) is equivalent to approximately 3,663 new housing units from 2018 to the year 2030. This represents an average annual construction rate of nearly 305 new units per year. At the current allowable density of approximately 3 units per acre, the new units would require approximately 1,221 acres of land (this does not account for the rights-of-way for streets and other utilities). As a general rule, 10 percent of developed land is consumed by rights-of-way. This makes an additional 122 acres of land to be used for streets and other utilities to serve the projected residential needs. All told, it is projected that approximately 1,343 acres of land will be needed to account for new residential development in Tiffin over the next twenty years (see the Land Use Chapter of this plan for further explanation of this total as well as land use needs for park, commercial and industrial land uses).

Using an "in-fill" first development strategy – or, first developing land, if possible, within the city's existing boundaries before annexing new land for development – it is likely, much of the new growth will fit within the existing city limits. There are currently approximately 1,300 acres of undeveloped property within the existing city limits. Some of this land is undevelopable due to steep slopes, wetlands or other development constraints. Some of this land is not ready for development due to owners unwilling to subdivide. However, there are significant available lots ready for immediate development within the city. Based on projected need, much of the future residential use should be met within the existing city limits.

Profile and Analysis

Building Permit Data

The housing permit data supplied by the City of Tiffin shows that from 2010 to 2017, the city averaged nearly 98 building permits for new construction with a high of 199 in 2016. Tiffin is expected to see approximately 148 new units in 2017 alone.

Number of Units Per Year

2010: 29	2013: 34	2016: 199
2011: 78	2014: 102	2017: 148
2012: 37	2015: 182	

Source: City of Tiffin

Housing Data

By 2000, the Census showed 463 housing units in Tiffin. The 2010 Census data shows a population of 1,947 people and 848 housing units in Tiffin, or over an 83% increase in housing units from 2000. This was a little short of the 100% population growth during this time.

In 2000, the Census showed the average household size was 2.1 people per housing unit. That number increased in 2010 to 2.3. Generally, this number has been decreasing throughout the region as families are trending smaller due to the aging population. The average household size is expected to continue to drop across the region. However, based on Tiffin's significantly younger population – perhaps denoting families with more people per household - is expected to have approximately 2.3 people per housing unit by the year 2030. Based on this figure and the population projection, Tiffin should plan on needing approximately 3,663 new housing units by 2030 to bring the overall total to approximately 5,290 units.

Profile and Analysis

New Housing Development

When new housing development occurs, it should, wherever possible occur as infill development within the existing city limits. As infill possibilities are exhausted, development should then occur incrementally, or contiguous to existing development. Growth of this nature will reduce capital outlay and maintenance costs to the city by allowing short, economical extensions of municipal infrastructure (sewer, water, street, sidewalk, etc.) which serve the new neighborhoods. Incremental housing growth will also save open land and areas better suited for agricultural or other use.

As residential development occurs, the city should insure that each new growth area can reasonably flow into the existing community. Points made during the town meeting / survey indicated that there is a divide between the older section of town and the new developments. The city should strive to connect all parts of town during the life of this plan. This will be discussed further in the Land Use section of the plan.



New development on the outskirts of Tiffin, 2014

Profile and Analysis

In addition, Tiffin should ensure that appropriate recreational opportunities grow as new housing is developed. The number and location of neighborhood parks should keep pace with new construction. As new housing developments are planned, the city should ensure that common “green space” is included in each new neighborhood. Because recreation opportunities are a major influence on a family’s decision on where to live, expanded recreation opportunities should be a priority for Tiffin. Points made during the town meeting / survey relating to recreation and trails indicate that the city could be more walkable, with sidewalk and trail connects throughout the entire community.

To encourage walkability, main connections to the city’s trail and sidewalk system and to the major commercial areas as well as to city access points should be required. Infill development should be encouraged to diminish the impact of sprawl and promote connectivity.

Recreation goals and the objectives to meet those goals will be discussed later in the plan. The infrastructure and land use implications of this population target and housing analysis will be discussed in Chapters on Infrastructure and Land Use.



Part of Tiffin’s growing trail system, April 2014

Profile and Analysis

Housing Findings

- Average household size in 2010 was 2.3. That number is expected to remain stable by 2030.
- A 150% growth rate is equivalent to approximately 3,663 new homes between 2018 and 2030 or approximately 305 per year.
- The number of new homes by 2030 would require 1,343 acres of land.
- There were 848 housing units in Tiffin in 2010. Based on building permit data, as of January 2018, there have been 779 new housing units built in the city bringing the total number to approximately 1,627 housing units.
- In 2010, according to the Census, there were 48 vacant housing units in the city. This represents a vacancy rate of 5.7%. This rate is considered healthy for a community as it allows for flexibility for area homeowners as well as an ability for the city to handle sudden population increases.
- The city will require approximately 5,290 housing units by 2030.

Economic Development

Introduction – 28

Strengths and Weaknesses – 28

Economic Development Goals and Policies – 30

Economic Development

Economic Development

Introduction

Due to the city's growing population and its prime location near the Iowa City metro area and two major interstates, economic growth in the City of Tiffin is inevitable. However, one of the most important aspects of economic development in a community is to clearly understand what the core values are and to plan economic growth with those core values as an integral part of the process.

The Tiffin community-wide survey communicated a strong message to maintain a small town atmosphere while accommodating the anticipated future growth. Yet, according to the survey, a significant portion Tiffin's population wants to see increased economic growth. "Attracting New Business" was the top rated issue in terms of importance to residents of Tiffin. In addition, over 59% of respondents agreed that Tiffin needed more business development and nearly 58% of respondents believed Tiffin should be more proactive in bringing business into town. That residential support provides the framework to grow Tiffin's economic development potential.



Stretch of commercial development in Tiffin

Strengths and Weaknesses

Located in the Iowa City metro area, Tiffin has significant opportunities regarding economic development. Easy access to major transportation routes, significant developable land, comparatively low tax rates compared to surrounding cities, community support, access to amenities such as schools, trails and entertainment opportunities are but a few of Tiffin's marketable strengths. The city should utilize its considerable strengths when creating a brand for marketing purposes.

Economic Development

Yet, in order to foster a growing business community, there are always hurdles to overcome. In many cases, these hurdles are easily addressed through land use policies or simple directives from the City Council. However, some issues that are critical to economic development are equally important to other community elements such as infrastructure or transportation. These issues will be addressed throughout this comprehensive plan. Some of the difficulties Tiffin will face with regards to expanding economic development include:

- ❖ Limited cross-transportation routes for the community
- ❖ Water and sewer infrastructure not available along prime development areas
- ❖ Lack of community identity / lack of a defined “Heart of Tiffin”
- ❖ Limited funding available
- ❖ Condition of national and regional economy.

The following strategies will assist Tiffin in strengthening the city’s economic development potential.

1) Generate a Strategic Plan for Business Development

Some challenges, such as marketing and business recruiting require more detailed planning and coordination than an overall comprehensive plan. A detailed, strategic plan will clarify goals, policies and objectives and create a work plan for implementation of economic development goals and policies. A plan identifies needed resources and can increase confidence of potential project funders or investors.

Economic Development

2) Promote Tiffin to the Region

With a vibrant housing market, proximity to natural areas and transportation routes, and friendly atmosphere, Tiffin can draw people and businesses to visit and locate in the city. Opportunities exist to market quality of life, amenities and unique character to a growing and vibrant regional market. Work closely with the Iowa City Area Development Group to market Tiffin to the region. In addition, expand the City's website and brand to market the economic development potential of Tiffin.

3) Empower Local Economic Development Group

Create and grow local economic development group to promote economic development growth in the community. Business and city leaders can work together to identify and complete projects, such as groundbreaking for a new business venture that demonstrate success. Success builds credibility and energy and attracts new members.

Economic Development Goals and Policies

Empower Local Economic Development Group

- ❖ Engage available resident talent pool to support economic development
- ❖ Establish duties and responsibilities for group
- ❖ Utilize group to promote business growth within the community

Economic Development

Promote Tiffin to the Region

- ❖ Establish a brand for marketing Tiffin
- ❖ Establish an economic development website for Tiffin
- ❖ Work with the Iowa City Area Development Group
- ❖ Work with the East Central Iowa Council of Governments through the region's Comprehensive Regional Development Strategy document

Generate a Strategic Plan for Business Development

- ❖ Utilize local economic development group for creation of plan
- ❖ Apply for state, federal and MPO grants

Foster a Growing and Diverse Business Community

- ❖ Establish design standards to promote high quality commercial and industrial development
- ❖ Provide space and infrastructure for business location and expansion
- ❖ Extend infrastructure into economic development growth areas
- ❖ Establish high quality office parks for job creation within the city limits
- ❖ Establish connectivity throughout Tiffin through cross-community transportation routes
- ❖ Utilize future land use map to plan for appropriate economic development growth areas as well as protect future residential growth areas

Infrastructure

Introduction – 33

Infrastructure Systems – 34

Infrastructure Analysis – 39

Infrastructure Goals and Policies – 40

Infrastructure

Introduction

This section of the plan presents an inventory and evaluation of the city's infrastructure facilities. The primary infrastructure for Tiffin includes the systems for water distribution, sanitary sewer, storm sewer collection and transportation.

The city should encourage the preservation of viable existing infrastructure and promote the economical extension of new infrastructure and services. It is wise to conserve limited public funds by promoting efficient growth patterns. Extension of Tiffin's infrastructure to new, appropriate development areas is a priority for the city. Economic development opportunities will rely on new extensions of sanitary sewer and water lines. Extension of these services into the city's economic development growth areas should be a priority.

To implement specific goals in this section of the plan, the city should not only rely exclusively on municipal funds, but utilize the development tools such as TIF and connection fees to fund infrastructure, redevelopment and economic development projects, where practical. Although a comprehensive listing of the city's infrastructure is contained in this plan, it should not be construed to replace the day-to-day maintenance and operation of the city's infrastructure. It is intended to provide a framework for the future growth of the overall system.

Infrastructure Systems

Water System

Based on population projections during the planning period, with an average per capita water usage of 100 GPD, the projected average day water demand would be approximately 600,000 GPD. Peak demand may reach 800,000 GPD. Currently the city has 500,000 in elevated storage capacity with the new water tower that was constructed in 2013. The City may need a capacity of approximately 1,216,800 GPD by the year 2030 to ensure adequate fire protection and water supply for the community.



New construction dots the landscape of Tiffin – April 2014

Future Water System Recommendations

- ❖ Construction of new water tower within 15 years.
- ❖ Plan on two new wells within 5 years.
- ❖ Establish a Capital Improvements Plan for a detailed schedule of water system repairs and maintenance.

Infrastructure

Sanitary Sewer System

The city has finished working on I&I reduction within the Original Town District. New sanitary service lines have been replaced from the main to individual houses. This should provide adequate service for the next 20 years in that district.

It is anticipated that UV disinfection to sewer plant will be added in 2017-2018 with planned expansion to the plant in 2018-2019. That expansion will begin in the spring of 2018. With expected growth, a second plant expansion will likely be necessary in ten years.

The city should perform a study of the current system to determine future capacity and flow needs due to the rapid projected growth. Land is now being developed outside of the sewershed where the current plant is located. In order to use the existing plant, sewage has to be pumped. The capacity of the existing system will determine where a given development would be allowed to pump. The results of this study will assist in the review and approval of future developments.



Sewer lines ready to be installed – April 2014

Future Sewer System Recommendations

- ❖ Expand sewer plant a second time within 10 years
- ❖ Study current plant capacity and estimated main flows within two years.
- ❖ Establish a Capital Improvements Plan for a detailed schedule of sewer system repairs and maintenance.

Infrastructure

Storm Sewer System

The city's storm sewer system consists of a combination of storm sewers, ditches, culverts, and storm water management facilities (i.e. - detention basins) throughout the community. As Tiffin continues to grow, storm water management will become a greater concern for the city and its residents. State and Federal regulations also continue to increase with respect to managing storm water and associated erosion control.

All new developments are required to provide storm water management facilities to reduce potential adverse impacts due to flooding associated with the increased impervious areas normally associated with development. In order to function properly, these facilities need regular maintenance, which can be both expensive and time consuming. Tiffin should continue to review policies on storm water management practices to ensure that they are both effective and in accordance with current regulations. Consideration should be given to such things as developing fewer and larger regional detention basins and requiring other practices that promote storm water infiltration (in lieu of or in addition to constructing small detention basins) such as rain gardens and amended soils.

Many surrounding communities have now adopted, or are currently considering, a storm water utility to help fund development and maintenance of these facilities. Tiffin should consider if this is a feasible revenue source, particular as larger commercial properties are developed.

Over the course of the planning period, Tiffin should monitor storm water drainage problems within the community and correct the problems as necessary.

Infrastructure

Street System

The future street system of Tiffin should be planned and developed on the basis of future land use and traffic count. A well-planned road system will be cost effective, as well as provide for the efficient movement of pedestrian and emergency traffic. The improvements to existing streets and the structure of proposed streets should be determined by addressing such issues as parking needs, sub-base soil types, traffic volumes and types, required speeds to reduce congestion and land use of adjacent properties.

For Tiffin to grow successfully, new development, including new transportation routes, must be directed to achieve city land use goals and improve cross-community mobility. The city must maintain street continuity and convenient access to new neighborhoods, as well. Tiffin is theoretically split in half due to the east and west running Highway 6 and the Iowa Interstate Railroad running east and west between Interstate 80 and Highway 6. This limits the connectivity of the community and can be important when emergency vehicles need to cross the city. Therefore, it is important that new developments are linked to the existing community through connector streets, sidewalks or trails.

The future street map of Tiffin, as shown on the Future Land Use Map, is a conceptual plan for the logical extension of the street system around the community. The map is intended to be a guide for development and not a rigid blueprint. Traffic generators and traffic volume, as well as cross-city mobility should influence the development of future streets in Tiffin.

As shown on the map, Tiffin should plan on the creation of two north-south collector streets (extension of Greencastle, as well as Ireland). In addition, the City should plan on the creation of three east-west collector streets (extensions of 270th, Forevergreen Road and 360th). Note that only new collector streets and major extensions of current streets are shown on the Future Street Map. Minor collector and local streets should be planned to coordinate with the new major routes.

Infrastructure

Tiffin has primarily three types of streets in the community: Arterial, Collector and Local and are defined in the appendix of this plan. The four lane Interstates 80 and 380 are considered arterials in addition to the streets listed below.

The streets identified as arterial roadways (Highway 6, Park Road, Ireland, Oakdale, Greencastle and Forevergreen Road) are primarily meant to serve through traffic. As adjacent land develops, so too will the demand for access onto these roadways. In order to preserve the capacity of the existing roadway network, it is important that accesses be strictly limited in both spacing and type. New accesses to major arterial roadways should generally be limited to public streets. Exceptions may be made for certain private entrances that generate significant volumes of traffic and meet the required access spacing. Unless otherwise justified by a traffic study and approved by the City Engineer, access spacing for new access points along major arterial routes should be limited.

Sidewalks and Trails

Currently, the city has a growing, but incomplete sidewalk and trail system. A sidewalk system contributes to the ease of walking and daily interaction among neighbors. Sidewalks are also necessary to provide safe passage for pedestrians throughout a community. During the planning period, Tiffin should strive to continue development of a sidewalk system which encompasses the entire community for walkability, safety and recreational opportunities.

Current design standards mandate that sidewalks be constructed in new subdivisions. City policies generally include sidewalk construction to be included with reconstructed roadways. Over time, the city should work with property owners and extend the system throughout any area of town currently unserved by sidewalks. One example of this is the new sidewalk project in the “Original Town District” portion of Tiffin. Each street in the Original Town District will be upgraded with storm sewer and 5 foot sidewalks for enhanced walkability and safety over an eight year period.

Infrastructure

Other portions of existing sidewalks which are in disrepair should be fixed through a routine maintenance program. Besides being a nuisance, unkempt sidewalks are a health and safety issue. In addition, the application of ADA accessibility standards, as they relate to sidewalk facilities, has changed since some of the older portions of sidewalk were constructed. The city should work to bring older sections of sidewalk up to current requirements. Tiffin should follow the trails and sidewalk map for specific, planned projects.

Infrastructure Analysis

There are a variety of funding sources to assist and finance the development and improvement of the City's infrastructure system. For sewer and water projects, there are several grant and loan programs from the Iowa Departments of Economic Development and Natural Resources, including the CDBG, PFSA and SRF. For the transportation system, these sources would include: Road Use Tax fund, STP and TAP funding for eligible routes (allocated through the MPO), RISE grant and loan funds for economic development projects, and other categorical grant programs. The city should explore alternate grant programs to meet local needs.

In addition, the city should continue to modify and update its five year Capital Improvements Plan (CIP). The CIP helps coordinate capital costs and financing while working towards the long term goals of the community.

Infrastructure Goals and Policies

The following policy statements are intended to provide the City of Tiffin with guidance on infrastructure and public facilities issues:

- **Encourage the preservation of viable existing infrastructure**

- ❖ Follow the Capital Improvements Plan for a detailed schedule of infrastructure repairs and maintenance
- ❖ Monitor storm water drainage problems within the community and correct as necessary
- ❖ Consider storm water management fees to pay for critical infrastructure projects
- ❖ Utilize State and Federal grant and loan assistance for infrastructure improvements

- **Promote the economical extension of new infrastructure and services**

- ❖ Expand infrastructure systems into the economic development growth areas
- ❖ Ensure adequate infrastructure capacities for long-term potential growth
- ❖ Ensure adequate water pressure for fire protection (study recommended improvements including new source connections and/or water tower)
- ❖ Promote rain gardens in new developments for alternative stormwater management
- ❖ Consider regional detention basins for stormwater management
- ❖ Link new growth and development to the existing community and economic development growth areas
- ❖ Create a sidewalk and trail system which encompasses the entire community

Street and sidewalk/trails map
(see Plan appendix)

Parks and Recreation

Green Space and Park System Plan – 43

Park System Vision – 44

Park System Summary – 46

Parks and Recreation

Green Space and Park System Plan

Parks and public green space are vitally important to cities and their overall quality of life. They help contribute to a city's character with friendly, open environments. In addition, they also provide important active and passive recreational resources. The following section examines the city's park and recreational system, including all city-owned and operated facilities. In addition, this section will provide a vision for Tiffin's open space and park system.



New playground, Tiffin, 2014

The city's enhancement of its parks and recreational opportunities ranked very high in the community-wide survey and town meetings for this plan. Over 71% of the survey respondents agreed that the city should promote small, neighborhood parks throughout the community. Nearly 60% of respondents agreed that the city should provide more recreational opportunities.

The maintenance of these public spaces and their extension into new sections of the community should be part of Tiffin's future. As the city grows and takes advantage of new development opportunities, its park system will become important to unite the new residents with the established community.

Additionally, as Tiffin grows, there will be a substantial need to expand public recreational activities. Families in the community will look to the city to provide safe and accessible services for both children and adults. Tiffin is currently expanding the park area available to residents, as well as the community's walkability with new trails and sidewalks throughout the city.

Parks and Recreation

New park areas can be established through provisions in the city's subdivision ordinance requiring park or open space in each new subdivision. The development of recreational facilities should include large park and open space areas with active recreational opportunities, along with small, neighborhood parks as defined later in this chapter.

Park System Vision

A goal for Tiffin's park system should be a network of open spaces which impact all parts of the community, connecting old and new neighborhoods with one another and with major activity centers. This vision would bridge barriers that otherwise might separate parts of the city from one another.

To accomplish this, the city should create a networked system of trails and sidewalks throughout the community. A system of this nature would link parks, neighborhoods and activity centers by a continuous system of trails, sidewalks and environmental corridors. As Tiffin grows, new subdivisions should be linked to this trail or sidewalk system. The trail network could include on-street bikeways, trails through parks and school grounds, designated city sidewalks, and abandoned railroad right-of-way. Future trails and sidewalks are shown on the city's Sidewalk and Trails Map.

Because recreational trails are heavily used and involve only moderate costs to develop and maintain, they are one of the most cost efficient recreational investments a community can make. The City of Tiffin, Johnson County, the state Departments of Natural Resources, Transportation and Economic Development, along with private sponsors could each play a role in creating a community-wide network of trails.

Parks and Recreation

In addition to linking Tiffin parks and activity centers with trails and sidewalks, the city should also integrate new regional parks and open space into the community. As shown in the Land Use chapter of this plan, the city will need to create approximately 85 acres of new park space to accommodate the population growth projected within the next 20 years. The new, regional parks should be linked to the city's trail and sidewalk system. The concept of a linked pedestrian system, connecting neighborhoods, natural areas and parks, schools, and activity centers would establish a unified community.



Land that could support open space and recreational areas

Perhaps even more importantly, small neighborhood parks should be incorporated into each new subdivision. These areas, generally an acre or smaller, would provide open space for residents of each new subdivision. While they would not feature ball fields and other active recreational opportunities like the larger regional parks, the small, neighborhood parks would provide space for playgrounds, to run around and perhaps even a neighborhood picnic spot. These parks should also connect to the city's regional trail and sidewalk system.

To facilitate the extension of the city's park system, Tiffin recently adopted a Master Park Plan. The park plan should be used in conjunction with this comprehensive plan and updated as necessary to ensure the growing population has access to quality parks and recreation opportunities.

Parks and Recreation

Park System Summary

Currently, the city's park system is just short of meeting the population's demand for recreation areas. The community-wide survey show favorable support for increased recreational opportunities in the city. As Tiffin's population continues to grow, new parks and recreational activities must keep pace with development. It is the city's goal to create a network of both larger and small neighborhood parks and open space throughout the community. Then, the new parks should be linked to the existing sections of town by trails and/or sidewalks.

To assure adequate youth recreational opportunities, the city should designate a portion of each new regional park for active recreation. This includes neighborhood ball fields and practice fields for youth sports leagues.

Recreation opportunities will continue to influence a family's decision on where to live. Unfortunately, many communities pay limited attention to the recreational needs of its residents. Imaginative recreational opportunities can be both low cost and limited maintenance to the community. In turn, this investment should retain current residents and promote future growth. Expanded recreation opportunities should be a priority for Tiffin.

Land Use

Introduction – 48

Land Use Tools – 48

Future Directions in Land Use – 53

Land Use Plan Analysis – 64

Land Use

Introduction

This chapter of the plan is focused on land use, both existing and future, within and around the City of Tiffin. The intent is to provide a framework to guide and direct new development in the planning area. This should ensure that future development is consistent with the goals of the plan and paced in such a way as to not outstrip the city's ability to provide proper services.

The Land Use Plan is divided into two sections. The first describes useful tools for managing land use; the final section describes future policy directions in land use including the official Tiffin Future Land Use Map.

Land Use Tools

Zoning and subdivision ordinances are two common regulatory land use tools for cities and counties to enforce community standards. Ordinances of this nature enable the implementation and enforcement of the policies and provisions contained in a comprehensive plan.

In any growing region, development pressures are usually the strongest at the edge of an already developed area. When allowed to go unregulated, this development pressure often causes undesirable results. The city, however, can utilize this plan to logically identify where appropriate growth areas should be planned for and use zoning and subdivision controls to guarantee the sound development of the city. The Land Use Chapter of the Tiffin Plan will serve as a guide for future revisions of the city's development tools.

Land Use

Zoning Ordinance

Zoning is the most important tool to implement a comprehensive plan. This method works by regulating various aspects of how land may be used. Zoning's name is derived from dividing areas of a city into zones, or districts. Certain uses of land are permitted in each zone according to specific standards recommended by the planning and zoning commission and adopted by the City Council.

Tiffin has a zoning ordinance currently in place. After the Comprehensive Plan is adopted, the zoning ordinance should be thoroughly reviewed and updated to ensure the standards are working in conjunction with the goals and objectives contained in this Plan.

Subdivision Ordinance

A subdivision ordinance is a tool the city uses to enforce standards so that land subdivision occurs in a beneficial manner. The platting requirements in the Tiffin subdivision ordinance specify the criteria for subdividing land throughout the community. Simply put, subdivision is a process in which land is legally described and is converted into building lots. It involves the division of a tract of land into smaller parcels and usually involves the creation of streets and other infrastructure improvements such as water and sewer systems, sidewalks, and street lighting. The subdivision ordinance is a very effective tool for enforcing growth policies.

Like the zoning ordinance, Tiffin should review and update its subdivision ordinance to be consistent with the goals and objectives contained in this Plan.

Land Use

Additional Planning Tools

In addition to the zoning and subdivision ordinances, the city has other options when planning for future growth. A fringe-area agreement with the county is another very important tool a city can use to coordinate growth management policies and manage future development. In addition, a growing city such as Tiffin should have annexation policies in place to facilitate the annexation process when the need arises. The following describe fringe-area agreements and the city's annexation policies.

Fringe-Area Agreements

With an adopted subdivision ordinance, a municipality has the right to review plats within two miles of its boundaries. A fringe-area agreement with the county is necessary if the city wanted to coordinate its standards in the fringe area with the county. This would lead to cooperative planning for the sound development of the entire region.

Tiffin has a current fringe-area agreement with Johnson County that was adopted in 1997. That plan is effectively outdated as both the city and metro area has grown substantially since its adoption. Tiffin is currently in discussion with Johnson County, North Liberty and Coralville to create an overall Metro Area Fringe Agreement. The new fringe-area agreement should be consistent with the maps, goals and objectives contained in this plan.

The city should ensure that municipal standards should be used when reviewing development proposals in the city's primary growth areas. For example, in the Phase One growth area, it would be appropriate to allow city zoning and subdivision standards, as well as any municipal design standards to be used when reviewing proposed developments. Since it is very likely that future development in the city's growth area would eventually be annexed into Tiffin, the development should occur at city standards.

Land Use

Annexation

Cities generally annex land to provide areas for growth, or for a particular public benefit such as managing land development around the city. For example, the city may desire to annex land at major entrances into the community to manage and/or influence the type of land uses that may develop there. Annexation may also occur if a municipality desires to prepare the area for development. The annexation process generally occurs when it is in the public interest to maintain local management over a parcel or tract of land. Annexation may be achieved voluntarily or involuntarily (with or without the explicit consent or request of the land owner).

Annexation for the City of Tiffin will likely be needed during the life of this plan due to the projected growth of the metro area. When considering annexation, the city must be able to pay for the services required by the residents in the new territory. Because residential land does not necessarily “pay for itself,” meaning the money received through property taxes may not be enough to pay for the services required, the fiscal context of annexation should be carefully examined. Services may include sewer, water, snow removal, road maintenance, police, and fire protection, garbage removal, and other costs generally associated with city services.

The benefits of properly planned annexation include coherence and efficiency in the development of a community. Through orderly planned annexation, growth would then be encouraged in areas where services could be most readily extended, therefore minimizing costs.

In addition, proper public input from citizens of the city and the areas to be annexed must be sought. The city should establish an annexation committee to foster communication with landowners located within the growth areas. This committee would work with neighboring property owners to ensure that the owner’s plans for the property are being met and that voluntary annexation will occur within the scope of the comprehensive plan.

Land Use

The following are general policies of Tiffin with respect to annexation:

- ❖ To gather proper public input and seek the use of voluntary annexations.
- ❖ To annex areas of land within the designated Phase One Growth Areas and within the designated annexation priority areas.
- ❖ To annex areas where it is clearly desirable to square out boundaries for the purpose of greater efficiency or economy in providing municipal services.
- ❖ To annex areas where annexation is determined to be in the best interest of the City and the owners of the annexed property.
- ❖ To consider topography, water and drainage conditions, current land use, cost to City, and other features such as prime agricultural land when annexation is proposed.



Edge of the built city, April 2014

Future Directions in Land Use

This section of the plan will focus on the land use characteristics needed to support the projected population increase through the year 2030. In addition, it will project the community's probable housing demand and land requirements during the planning period.

For Tiffin to accommodate growth successfully, it must determine the character of that growth and assure that it enhances rather than alters the sense of the community. In addition, the city must have adequate land available for the projected growth. Land use projections should anticipate future growth needs and permit a reasonable amount of flexibility to accommodate possible changes in trends.

As mentioned before, a community benefits from compact growth. When development occurs incrementally, contiguous to the edge of existing development, a town grows in a unified way. This method of incremental growth reduces costs associated with public infrastructure extensions (sewer, water, transportation), and allows for the efficient movement of pedestrians and emergency vehicles.

Land Use Projections

Past trends in land development rates provide guidance in determining how much land will be needed to accommodate future growth in Tiffin (see the table on page 55). Projecting population, housing, and development trends of the last twenty years to 2030 would suggest 932 acres of additional residential land would be needed. This additional land would accommodate the community's anticipated housing needs up to the year 2030.

Land Use

As shown on the Future Land Use Map, the City's Phase One Growth Area contains over 2,500 acres of potential residential land. This will provide the city and metro area with flexibility over the long-term should unanticipated growth occur.

Commercial and industrial land needs are more difficult to project. If the city aggressively pursues commercial or industrial development, possible projections could be skewed. Commercial and industrial development supplies cities with the resources necessary to provide services to the city's residents. It is important to provide a proper amount of land for business uses to serve the expected population. This includes promoting appropriate areas for commercial and industrial development. The city's Phase One Growth Area contains over 1,000 acres of planned commercial land. This area takes advantage of the prime commercial corridor along Interstates 380 and 80. In addition, the City's primary growth area contains nearly 1,000 acres of future industrial land. The approximately 2,000 acres of future industrial and commercial land will be more than enough to accommodate the region's anticipated growth.

For future recreation and open space needs, the Tiffin Plan projects the city's future population at approximately 12,168 residents in 2030. This represents about 5,290 housing units by the end of the planning period – nearly 3,663 more units than the current housing stock. Based on a park dedication standard of 0.05 acres per unit, future growth will require the dedication of nearly 183 additional acres of park and recreational space by 2030.

The future land use map shows approximately 900 acres of future park and recreation land. The vast majority of this land is located within a few large-scale park sites within the various growth areas of the city. While this large-scale, active recreation plan is important to serve the needs of the entire community, it is also important to serve individual neighborhoods as well. Over 71% of respondents of the city-wide survey agreed that the city should focus on small, neighborhood parks and public spaces. Therefore, the city should continue to incorporate small, neighborhood-scaled park areas within each new development that is proposed. These parks could be anywhere from ½ acre to a full acre and designed to accommodate the residents living in the new subdivision. There should be approximately 50 acres of this type of park space developed during the life of this plan.

Land Use

The large, regional parks should be designed to draw people from the entire community and even within the metro area. Playgrounds, large ball fields, pavilions and other items of interest should be designed into these regional parks. Since there is little space within the existing community for parks of this nature, they are located on the Future Land Use Map within the various growth areas of the city.

As a general rule, 10 percent of developed land is consumed by rights-of-way; this includes space for the public utilities and infrastructure needed to serve each new development. That right-of-way number is included in the chart below.

Projected Land Use Needs by 2030, City of Tiffin

Land Use	Projected Additional Needs (Acres)	
Residential	1,343	
Commercial	1,000	
Industrial	1,000	
Park/natural areas and open space	183	
Total Land Needs	3,526 acres	

Source: East Central Iowa Council of Governments

The above table displays the projected land use needs for Tiffin by the year 2030. The total suggests over 3,500 acres of land will be needed to support the projected population increase. Future development outside the current city limits should be directed into the appropriate Future Growth Phasings as shown on the Future Land Use Map, using compact, contiguous development patterns. This approach will help to ensure cost-effective, efficient development that benefits the entire region.

Land Use

Future Growth Areas

The future growth areas for the City of Tiffin are designated on the Future Land Use Map. They are split into two distinct phasings. The first phase contains the city's primary growth area during the life of this plan. This area is contiguous to the city and where immediate development proposals should be focused. It also generally defines the geographical limit of existing government-supplied public facilities and services. The city's annexation priorities are located within the Phase One Growth Area.

The second phase is the long-term growth corridor area. This area should only be developed as the first phase reaches build-out. This is shown on the map to ensure that the city has a future growth corridor planned for well after the life of this document.



New development in Tiffin, 2014

It is likely that the city will need to utilize Phase One (the primary growth area) to accommodate appropriate future development during the life of this Plan. Therefore, all land to be annexed for future growth should be located within this corridor, as shown on the Future Land Use Map.

If, during the life of this plan, trends or priorities change, the city should update its future growth area to include new annexation possibilities. The change should also be made to any fringe-area agreement with Johnson County, as well.

By staying within the primary growth area, the city will protect valuable environmentally sensitive ground and prime farmland from unwanted development, while meeting projected land use needs.

Land Use

Future Land Use Recommendations

The following recommendations are listed in no particular order, and are presented as a guide for city officials in making decisions about future land use in Tiffin. These recommendations correspond to the Future Land Use Map and respective growth areas.

Based on results from the town meetings and survey, residents felt a small-town feel was important. As the rapid growth rate continues, as a general policy when dealing with residential development, the city should keep its small town atmosphere by maintaining lower densities where possible.

Due to market conditions and the rapid growth of the city, maintaining lower densities may not always be possible. As development is proposed in Tiffin, there should be a general guide to assist decision makers in establishing the proper density of the city over the course of a year. The following table should be used as a starting point in establishing percentages of use types by density, knowing that each proposed development must be considered separately and could vary from the established percentages. Over the course of a year, the Planning and Zoning Commission can track the over all density percentage, knowing that any one particular development may skew the overall percentage. When considering each development proposal, the Planning and Zoning Commission and City Council should consider the development's topography, neighboring uses, traffic patterns and market conditions when deciding appropriate densities for a specific development – and, as stated, the actual allowed densities may differ from the following table.

Use Type By Zoning Designation	Estimated Percentage of Proposed Development
Single-Family Unattached	35%
Single-Family Attached	25%
Townhomes	20%
Multi-Family	20%
Total	100%

Source: City of Tiffin

Land Use

Single-family development: The primary low-density residential development type in Tiffin will likely be single-family unattached development. This housing type is recommended throughout the future growth area as shown as Residential on the Future Land Use Map.

In addition, any infill development within the built community, should focus first on single-family dwelling units. They should be located on vacant and already platted lots within the existing community wherever possible as well as within new development within the existing city-limits. In addition, the city should allow dilapidated houses to be razed and new housing development to take its place. Any new house should fit within the fabric of the existing neighborhood.

Multi-family development: Specific areas for multi-family development are not shown on the Future Land Use Map. However, appropriate mixed-use residential development can be an asset to a community, and due to market conditions with Tiffin located near the University of Iowa in Iowa City, multi-family development will likely continue. Yet, based on results from the town meetings and survey, residents felt a small-town feel was important. As the rapid growth rate continues, the city should keep its small town atmosphere by maintaining lower densities where possible.

With that in mind, the following general policies will help foster multi-family development throughout the residential growth areas:

- 1) Higher density multi-family residential development should buffer lower density single-family residential development from higher impact commercial or industrial uses.
- 2) Higher density multi-family residential development should buffer lower density single-family residential development from arterial or collector streets.
- 3) Lower densities, including primarily single-family unattached residential development, should occur further away from high impact uses and arterial or collector streets.

Land Use

Commercial development. This land use type should occur in three general areas of the city and correspond to the specific growth phasings as shown on the Future Land Use Map:

1) Park Road and Forevergreen Road extension. The primary focus of commercial uses should be along the projected commercial corridor of Park Road running north and south and the east west extension of Forevergreen Road. Uses of this nature should generally be service oriented (professional offices, restaurants, etc.). This corridor takes advantage of Interstates 380 and 80 as well as the proposed intersection on Forevergreen Road. Both areas are located within the city's primary growth area.

2) Appropriate Neighborhood Commercial: Neighborhood scale business should be promoted within the context of mixed-use development throughout the community. This development should be limited in size and operation to insure compatibility with adjacent neighborhoods.

3) Greencastle Avenue. This commercial corridor is located within the city's long-term growth area. It is shown on the map to ensure that the city has a future growth corridor planned for well after the life of this document.

Industrial development. This land use should occur within the confines of the city's primary growth area as shown on the Future Land Use Map. The future industrial areas are intended to take advantage of the local Interstate system as well as existing utilities and industrial park. In addition, an industrial area has been established around the proposed site of an intersection off Forevergreen Road that is within the city's primary growth area. Tiffin should ensure, through appropriate zoning standards that existing and future industrial use does not negatively impact surrounding uses.

Land Use

The following list of policies should be consulted when reviewing potential new developments within the City of Tiffin:

- **Utilize compact, incremental development.** This development approach utilizes compact, contiguous, growth to maintain the small-town feel through traffic patterns, trails and sidewalks. When new development occurs, it should, wherever possible occur incrementally, or contiguous to existing development. This will have an effect of connecting parts of the older section of the community to the new developments.

Growth of this nature will reduce capital outlay and maintenance costs to the city by allowing short, economical extensions of municipal infrastructure (sewer, water, street, sidewalk, etc.) which serve the new neighborhoods. Incremental growth will also save open land and areas better suited for agricultural or other use. The city should ensure that each new development can reasonably flow into the existing community. This maintains street continuity as well as creating a sense of community between new development and the existing city.

Tools: Land Use Plan, Fringe-Area Agreement with Johnson County, Zoning ordinance, Subdivision Ordinance
Key Players: City Council, Planning and Zoning Commission, Zoning Administrator

Land Use

- **Provide community recreational and open space.** This will lead to the protection of open space in and around the city as well as providing neighborhood recreation opportunities. In addition, the city should focus on preserving significant natural features of the landscape as permanent, common open space, including park space and trails along creeks and streams.

Current development patterns can lead to the degradation of the area's natural environment by subdividing all property into private lots. The city should ensure that open space and recreational areas are preserved and that future development is consistent with the small town feel of the city.

Tools: Land Use Plan, Subdivision Ordinance

Key Players: City Council, Planning and Zoning Commission, City Engineer

- **Ensure proper storm drainage.** Each new development impacts existing development with storm water run-off. The city must ensure each new development disposes of storm water run-off through properly planned storm sewers, culverts and/or on site drainage ponds so as to have no impact with existing developments. In addition, there is currently a push to incorporate innovative "green" methods of storm water drainage that utilize rain gardens and other techniques to reduce storm water run-off.

Tools: Subdivision Ordinance, Design Standards

Key Players: City Council, Planning and Zoning Commission, Zoning Administrator, City Engineer, Public Works Coordinator

Land Use

- **Encourage pedestrian/bike trails and greenway linkages to existing trail systems.** Providing for the quality of life of Tiffin residents should be a high priority of the city. Not only does an attractive trail system provide recreational opportunities for existing residents, it attracts new families as well. Tiffin could start by requiring new developments to include trails, where appropriate, that could link up to existing trail systems in the county or a planned trail system within the city. The planned trail system within the city should link activity centers such as the school, parks and neighborhoods.

In addition, sidewalks also play an important role in pedestrian movement and daily interaction among neighbors. The city should continue to require that all new developments contain sidewalks for safety and recreational purposes that can be extended into any future or existing development as well as any potential trail system.

Tools: Design Standards, Subdivision Ordinance, Land Use Plan

Key Players: City Council, Planning and Zoning Commission, City Engineer, Trail Groups

- **The transportation system should connect neighborhoods to one another.** Isolated subdivisions should be avoided by encouraging the use of alternatives to cul-de-sacs. Streets and sidewalks should connect with existing neighborhoods to maintain street continuity as well as creating a sense of community between new development and the existing city. In addition, convenient access to main activity centers should be provided.

Tools: Land Use Plan, Subdivision Ordinance

Key Players: City Council, Planning and Zoning Commission

Land Use

Land Use Map

The future land use map is generalized, but indicates the relative size, and location of land required to accommodate future growth. This map should be consulted prior to any decision regarding a proposed development or a request for a change in zoning. Doing so adds validity to the Planning and Zoning Commission's and City Council's decisions when considering planning requests. This review, along with adopted procedural requirements of the Commission and Council, and those in the Code of Iowa, should assist the city when faced with a legal confrontation about zoning and land use decisions.

The Future Land Use Map contains the following land use designations for the future development of the City of Tiffin:

Residential: This includes all uses of land for residential dwelling, including single-family and multi-family developments. Policies for specific locations of multi-family developments are on page 57.

Commercial: This category includes future commercial businesses around the community - where products, goods or services are sold and exchanged. Included are retail stores, business offices, service stations, amusement, food and other service establishments. These commercial uses are generally larger uses, supported by collector or arterial traffic.

Industrial: This category includes future industrial uses that involve the application of labor to materials to produce a product that is not normally sold to the ultimate consumer on the premises.

Park: This category includes property that serves the recreational needs of the residents of Tiffin. This includes land that is maintained, generally, in its natural state, landscaped or otherwise, for recreational use.

Land Use Plan Analysis

This plan is intended to guide new development well into the 21st century. Its broad goals and objectives reflect the consensus of the Planning and Zoning Commission, City Council, and the citizens in and around Tiffin. The policy directions are to serve as a general guideline for more specific action undertaken by the residents and government of the City. These recommendations look several years into the future with the expectation that periodic updates will need to be done to reflect changes in the City and the region.



Tiffin, a growing community under development ...

The city should be reminded that this plan does not establish any new ordinance or legislative mandate. The goals and policies contained in the plan are to be used as a guide for local officials in decision making and implementing specific developmental tools, such as the zoning and subdivision ordinances. While adoption of this plan does not commit the city to any specific recommendations, it should commit the city to actions that are consistent with the policy guidelines and the plan itself.

Future Land Use map
(see Plan appendix)

Implementation and Administration

Administrative Background – 67

Development Review – 68

Administration Goals, Objectives and Strategies – 69

Implementation – 71

Implementation and Administration

Implementation and Administration

Administration Background

Once the plan has been adopted, the city should make every attempt to put the plan to work. However, no plan could possibly foresee every issue that will arise during the planning period. Therefore, the plan should be used as a guide for growth and development. Some developments will inevitably differ from the vision of the plan. However, if properly used, the policies and goals contained in the plan should provide the city with the flexibility to ensure each development fits with the overall vision of the community.

The goals, objectives and strategies on the following pages should reflect the day-to-day administration of Tiffin. The planning process should be an ongoing endeavor. The success of this plan will require the support of city residents as well as the City Council. Cooperation from the public and private sectors will allow implementation of the goals and objectives that will provide long-term benefits to the entire city.



Clear Creek Amana High School in Tiffin, 2014

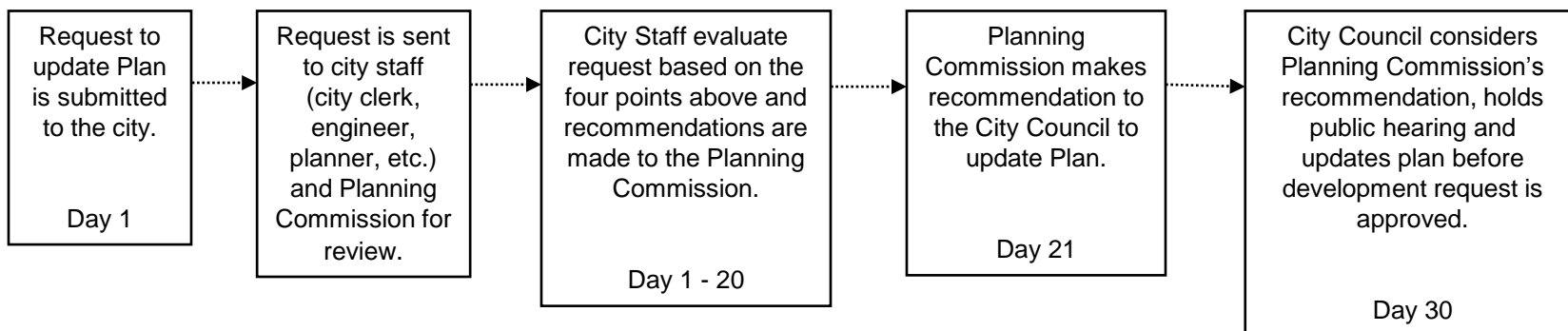
Implementation and Administration

Development Review

Since the plan should be used as a guide for future growth, some developments will inevitably differ from the vision of the plan. In such cases, the plan may need to be updated. When reviewing all development proposals, the criteria for evaluation, is as follows:

- ❖ Consider Iowa's smart planning principles and elements
- ❖ Consider overall city goals
- ❖ Consider general city objectives and strategies
- ❖ Plan Maps

Every attempt shall be made to satisfy the above criteria. However, if a development proposal cannot satisfy all of the criteria, yet is still deemed worthy to benefit Tiffin, the Plan will need to be amended before the development proposal is approved. Because a request to amend the plan will likely occur during the development proposal review process, both actions may occur simultaneously. The city should establish a fee schedule for reviewing Plan update requests. The following is the Plan update process:



Implementation and Administration

Administration Goals, Objectives and Strategies

Based on input gathered during the planning process, the following goals, objectives and strategies were developed for the administration of the city.

Goals

- ❖ Promote collaboration between all private and public parties during planning and regulation creation.
- ❖ Promote transparency, efficiency and consistent outcomes in all planning endeavors.
- ❖ Encourage and utilize public participation during the creation or revision of planning regulations.

Objectives

- ❖ Facilitate an environment that allows cooperative work among governmental, community and individual stakeholders during the planning and regulation process.
- ❖ Tiffin officials shall conduct business with the utmost degree of transparency possible, allowing for comprehensive public understanding of municipal operations.
- ❖ Plan for the projected needs of the community and provide governmental facilities to meet these needs.

Implementation and Administration

Administrative Strategies

- ❖ Seek additional input and collaboration with regional development groups, Johnson County and other local governments.
- ❖ Provide advance notification to stakeholders regarding planning and regulation creation.
- ❖ Document the public participation during city and public interactions and make these documents, along with other planning documents available electronically and/or hardcopies.
- ❖ Update the city's website for expanding community-wide benefits, including increased economic development potential.
- ❖ Plan for the need for additional fire and police services by the end of this planning period.

Implementation and Administration

Implementation

Responsibility for adopting and implementing future planning initiatives remains with the community guided by its civic and elected leadership. Generally the following principles guide implementation priorities:

- ❖ Focus on strategies, initiatives and projects that will have the most impact on the community when completed.
- ❖ Move forward on strategies, initiatives and projects that can be completed quickly, have significant public support or have available funding. Completion of these initiatives or projects creates significant visibility for recovery and helps solidify community and political support for continued recovery activities.

It is important to note that this plan does not establish any new ordinance or legislative mandate. The goals and policies contained in the plan are to be used as a guide for local officials in decision making and implementing specific developmental tools, such as the zoning and subdivision ordinances. While adoption of this plan does not commit the city to any specific recommendations, it should commit the city to actions that are consistent with the policy guidelines and action steps contained in the plan.

This section presents an implementation schedule for the recommendations, summarizing the actions proposed by the plan. Each action is listed generally in the order presented in the plan. The action is then given a specific time frame for implementation. Each dot is representative of a completion date. The schedule does not list ongoing policies or day-to-day actions the city should continuously undertake (i.e. maintenance of the city's street system). In this way, the schedule can be used to monitor the progress of the plan. This is an important role of the update process that will be necessary to keep this document dynamic and up-to-date.

Implementation and Administration

Plan and Administration Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
City Council and P&Z to meet annually to review plan goals and policies.	❖				General Funds Zoning Fees	City Council Planning & Zoning Commission
Plan for approximately 5,290 housing units.				❖		City Council Planning & Zoning Commission
Plan for a population of approximately 12,000.				❖		City Council Planning & Zoning Commission
Update the city's website for expanded community-wide benefit and economic development potential		❖			General Funds Local Business Donations	City Council Economic Development Group

Implementation and Administration

Economic Development Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Create local economic development group		❖			Grants Donations	City Council
Market Tiffin and available business opportunities to the region.	❖				General Funds Local Business Donations	Ec. Dev. Group City Council
Adopt a Strategic Economic Development Plan		❖			General Funds Local Business	Ec. Dev. Group Business Leaders City Council

Implementation and Administration

Economic Development Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Establish a brand for marketing Tiffin		❖			Grants Donations	City Council Ec. Dev. Group
Establish economic development website for Tiffin		❖			General Funds Local Business Donations	Ec. Dev. Group City Council
Work with the Iowa City Area Development Group	❖				General Funds Local Business Donations	Ec. Dev. Group Business Leaders City Council

Implementation and Administration

Infrastructure Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Extend infrastructure systems into appropriate economic development growth areas	❖				General Funds G.O. bonds Revenue bonds	City Council City Engineer
Plan for recommended water system improvements that may include new source connections, volume improvements and growing the system as options.			❖		General Funds	City Council City Engineer
Promote rain gardens in new developments for alternative stormwater management	❖				General Funds Developers	City Council City Engineer Developers
Implement city's sidewalk and trail system plan				❖	General Funds G.O. bonds Grants Donations	City Council City Engineer Property owners

Implementation and Administration

Infrastructure Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Consider regional detention basins for stormwater management	❖				General Funds G.O. bonds Stormwater management fees	City Council City Engineer
Consider storm water management fees to pay for critical infrastructure projects		❖			General Funds	City Council City Engineer
Link new development to the existing community and economic development growth areas through planned street, sidewalk and trail extensions	❖				General Funds Developers TIF funds	City Council City Engineer Developers
Expand sewer plant capacity			❖		General Funds G.O. bonds Grants	City Council City Engineer

Implementation and Administration

Parks and Recreation Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Focus on the creation of several small, neighborhood park areas, where appropriate	❖				General Funds Developers	City Council Local developers
Develop 183 acres of new park space within the community				❖	General Funds G.O. bonds Grants Donations	City Council Local developers Planning & Zoning Commission
Promote walkability with expanded trail and sidewalk opportunities	❖				General Funds Grants Donations	City Council Local developers Planning & Zoning Commission

Implementation and Administration

Land Use Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Review and update zoning and subdivision ordinances to ensure consistency with the new comprehensive plan.		❖			General funds	Planning & Zoning Commission City Council
Focus new growth and annexations in the Future Growth Areas on the Future Land Use Map.	❖					City Council Planning & Zoning Commission
Work with Johnson County to update the fringe-area agreement for coordinated planning efforts in the two-mile area		❖			General funds Johnson County	City Council Planning & Zoning Commission
Ensure enough land is available for the projected growth of the community, including residential, commercial, industrial and park space				❖	General funds Developers	City Council Planning & Zoning Commission Developers

Implementation and Administration

Land Use Sector						
Action	Ongoing	By 2020	By 2025	By 2030	Funding Options	Leadership / Action Coordinator
Support the continued development of an industrial park as shown on the future land use map			❖		General funds G.O. bonds TIF funding	City Council Ec. Dev. Group
Support single-family residential development in appropriate locations as the primary residential development type	❖				Developers	City Council Planning & Zoning Commission Developers

Appendix

Glossary of Terms – 81

Community Survey Results – 86

Notes – 88

Appendix

Appendix

Glossary of Terms

Aesthetic: The perception of elements in the natural or created environment that are pleasing to the eye.

Amenity: A natural or created feature that enhances the aesthetic quality, visual appeal or makes more attractive a particular property, place or area.

Annexation: To incorporate a land area currently outside of the existing city limits into a municipality, with a resulting expansion in the boundaries of the municipality.

Arterial Street: See *Street System Hierarchy*

Buffering: The Plan calls for buffering between different land uses to minimize negative impacts. Buffering can include open space, landscaped areas, fences, walls, berms or any combination thereof to physically separate or screen one use or property from another. In designing buffers, the city's zoning ordinance should allow flexibility for the type and size of the buffer.

Built Environment: Artificially created fixed elements, such as buildings, structures, devices and surfaces, which together create the physical character of an area.

Capital Improvements Plan: A local government's timetable or schedule of all future capital improvements to be carried out during a specific period and generally listed in order of priority, with cost estimates and sources of financing each project. A typical capital improvements plan is a five-year program. A capital improvement is generally a major construction project or the acquisition of large, expensive equipment.

Circulation: Systems and structures for the movement of people, goods, water, sewage, air or power by such means as sidewalks, trails, streets, highways, waterways, towers, pipes and conduits.

Collector Street: See *Street System Hierarchy*

Contiguous: Having a common boundary, next to, abutting or touching an adjoining property.

Appendix

Density: The number of housing units or structures allowed per unit of land. In Tiffin, current allowable density is approximately three housing units per acre or less.

Design Standards: A set of guidelines defining parameters to be followed in site and/or building design and development. Can also be used to define standards for infrastructure improvements as well.

Development: The physical construction of buildings and/or the preparation of land. Development activities include: subdivision of land; construction or alternation of structures, roads, utilities and other facilities; installation of septic systems; grading; and clearing of natural vegetative cover (with the exception of agricultural activities).

Environmentally Sensitive Land: An area with one or more of the following characteristics: (1) steep slopes, (2) flood plain, (3) soils with high water tables including wetlands and wetlands transition areas, (4) soils that are highly erodible or subject to erosion, (5) land incapable of meeting percolation requirements, (6) stream or river corridor, (7) mature stands of native vegetation, and (8) habitats of endangered species.

Floodplain: The land area on either side of the banks of a waterway subject to flooding.

Fringe-area agreements: See *Intergovernmental Agreement*

Future Growth Area: The corridors that define the potential growth area for the city. The corridors, as shown on the Future Land Use Map, can be generally described as where development outside of the City limits should be directed. Also called Urban Service Areas or areas that define the geographical limit of government-supplied public facilities and services.

Goal: Description of a desired state of affairs for the community in the future. Goals are the broad public purposes toward which policies and programs are directed. Generally, more than one set of actions (objectives) may be required to achieve each goal.

Green Space: See *Open Space*

Growth Management: A wide-range of techniques used in combination to manage or influence the amount, type, location, density, timing and/or rate of growth. Growth management objectives often form the backbone of a comprehensive plan. Techniques used to execute growth management policies may include: zoning and subdivision ordinances, capital improvements, and designation of future growth or urban service boundaries.

Appendix

IDNR: The Iowa Department Of Natural Resources

IDOT: The Iowa Department of Transportation

IEDA: The Iowa Economic Development Authority

Incremental Design: Method of development to maintain small town atmosphere and reducing sprawl by utilizing compact, contiguous growth to existing development.

Infrastructure: Public services and facilities needed to sustain residential, commercial, industrial and all other types of development activities. Infrastructure includes, but is not limited to sewage disposal systems, water supply systems, drainage systems, roads, parks, sidewalks, trails, schools, libraries, fire, police, emergency, medical facilities and public works facilities.

Intergovernmental Agreement (28E Agreement): A legal document binding two or more governmental units or agencies to act in certain, cooperative ways. The term is most often used in a planning context to refer to shared or delegated responsibility to review development proposals and/or to recognize adopted plans and policies of the governmental units or agencies. For example, the City of Tiffin and Johnson County might create an intergovernmental agreement which requires each entity to provide materials on development proposals within certain geographic areas for the other entity to review and comment upon. Also called fringe-area agreements.

Issues: Points of debate, discussion or dispute in the community that are identified in the plan and are dealt with by the plan's goals, policies and objectives.

Land Use: A description of how land is occupied or utilized. Land use types typically include: various types of residential, commercial, industrial, agricultural, and public uses.

Local Street: See *Street System Hierarchy*

Mixed-Use District: The development of a tract of land with a variety of complementary and integrated uses in a compact urban form. Mixed use within Tiffin could include a combination of properly planned commercial and light industrial uses to ensure compatibility between each use.

Multi-modal Transportation: A term for the variety of transportation types, including motor vehicles, mass-transit, and pedestrian oriented (i.e. walking and bicycling).

Appendix

Neighborhood: An area of a community with characteristics that distinguish it from other areas that may include distinct ethnic or economic characteristics, housing types, or boundaries defined by physical barriers such as a major highway or river.

Neighborhood Commercial: Small-scale business activity that is limited in size and operation to insure compatibility with adjacent neighborhoods and uses. It is generally within walking distance to local residential neighborhoods.

Objective: Individual accomplishments which, taken together, will enable the city to achieve stated goals.

Open Space: Any parcel or area of land or water that is essentially unimproved and devoted to an open space use for the purposes of (1) the preservation of natural resources, (2) outdoor recreation (active or passive), or (3) public health or safety. Land used for the managed production of resources (farming, etc.) is not considered open space for the purpose of this plan.

Plan: The formulation and graphic representation of the means to reach a desired end, as well as the act of preparing a plan (community input, research and analysis). The Tiffin Plan is a written and graphic analysis of a desirable and feasible pattern of growth with goals and objectives to best serve the residents of the community. This plan is based on the input of the community and upon data and extensive research.

Planning Area: The area specifically shown on the Future Land Use Map contained in this plan. It can be generally described as all the land within the corporate boundaries of Tiffin, as well as all the land within two miles surrounding the community. This is the area that directly influences the character, services and facilities of the City of Tiffin. This area may be amended from time to time as the city physically grows.

Planning Period: The period for which the projections and the goals and objectives of this plan were made (from the year 2018 to 2030).

Policy: Statements of government intent for which individual actions and decisions are evaluated.

Region: The region designated by the Iowa Legislature as State Planning Area 10. This region consists of six contiguous counties in eastern Iowa, including: Benton, Iowa, Linn, Jones, Johnson, and Washington, which are served by the planning agency East Central Iowa Council of Governments (ECICOG).

Appendix

Sense of Place: The characteristics of a location that make it readily recognizable as being unique and different from its surroundings.

Setback: The distance between the permitted structure and the lot line. In Tiffin, the setback is regulated for the front, rear and side yards of principal and accessory uses.

Smart Planning: The State of Iowa has adopted Smart Planning principles and elements that cities and counties should consider when preparing plans and reviewing development proposals.

Strategy: Tasks that may be taken to achieve stated goals and policies.

Streetscape: All the elements that constitute the physical makeup of a street and that, as a group, define its character, including building frontage, paving, street furniture, landscaping (trees and other plantings), awnings and marquees, signs and lighting.

Street System Hierarchy: The Tiffin street system generally consists of three functional uses of streets: Arterial, Collector and Local streets. Arterial Streets provide a continuous route for the movement of large volumes of through-traffic across and beyond the city and between high traffic generation points. Collector Streets provide movement of traffic between arterial streets as well as providing limited access to abutting property. Local streets serve as a means of access to abutting property.

Urban Design: The process of organizing the contextual elements of the built environment such that the end result will be a place with its own character or identity. Also, urban design can be described as planning the development of the built environment in a comprehensive manner to achieve a unified, functional, efficient and appealing physical setting.

Urban Sprawl: Uncontrolled growth, usually low-density in nature, in previously rural areas and some distance from existing development and infrastructure.

Use: The purpose for which a lot or structure is or may be leased, occupied, maintained, arranged, designed, intended, constructed, moved, altered, and/or enlarged in accordance with the zoning ordinance and the Comprehensive Plan's Future Land Use categories.

Zoning: The delineation of districts and the establishment of regulations governing the use, placement, spacing and size of land and buildings.

Community Input Results

The crucial element in any plan is ensuring that the wishes and hopes the residents hold for their community is represented in the content of the plan. If the plan does not accurately reflect the needs and desires of area residents, it will have little value.

Therefore, the City of Tiffin held three different town meetings to attract as much input as possible. The meetings were held on a Thursday morning, Thursday evening and on a Saturday morning in September of 2013. The meetings were an interactive planning session with a total of 27 residents taking part in the three meetings to identify a future vision for the community. The sessions involved breaking into small groups identifying and prioritizing positive qualities that need to be maintained, as well as future concerns or challenges that need to be addressed. This exercise was held at the beginning of the planning process for two reasons:

- The critical elements for the future vision are identified early in the process ensuring that appropriate problem identification occurs at the very beginning;
- Public participation is crucial for creating an effective and appropriate plan. By having a town meeting at the beginning of the process, every resident has an opportunity to direct a future vision for the planning area.

The results of the town meeting were used by the planning committee to assist them in the formulation of this plan. Because of the amount of data received during the three town meetings, the results are not included in this document. They will be made available at city hall and on the city's website. Many thanks to all those that took part in the town meetings.

Appendix

In addition, a survey was sent out to every address in the community along with a self-addressed stamped envelope to return the survey. All told, it was sent to 1,050 addresses with 282 surveys returned. This represents nearly a 27% response rate – a tremendous response, indicating the value Tiffin’ residents place on planning.

Due to the voluminous nature of the survey results and the written public comments gathered in the survey, they are not being included in the plan. The survey results and all public comments will be made available at city hall and on the city’s website. The information gathered from the survey was instrumental in the creation of this comprehensive plan. ECICOG thanks all the respondents who are a large part of this plan.

During the 2018 update of this plan, it was discussed by the city whether or not to undertake additional community-wide surveys and town meetings. It was decided not to gather additional public input for the following reasons:

- ❖ The data will not likely have changed due to the short time between the original surveys and meetings and the 2018 update.
- ❖ The city has grown in population, however, the demographics have not changed significantly.
- ❖ Having additional surveys and meetings would have added significantly to the cost of the plan’s update. With the data not likely changing, it was felt that it was best to continue to use the 2014 public input.

There was still extensive opportunities for public comment during the 2018 update, including several Planning and Zoning Commission work-sessions, and two public hearings on the plan.

Appendix

Notes