



August 3, 2026

Mayor Jeff Jacque and Members of the City Council
City of Dyersville
340 1st Avenue East
Dyersville, Iowa 52040

Dear Mayor Jacque and Council Members,

Resolution 70-26 on Monday's agenda approves an \$18,000 agreement with RDG Planning & Design, Inc. to update the Dyersville Comprehensive Plan and to update our zoning code. This letter explains what the work covers, what it costs, and why I am bringing it to you now.

The Comprehensive Plan is the City's long-range statement of where Dyersville should grow and what should be built where. You adopted the current plan on July 16, 2018, by Resolution 66-18, and RDG wrote it. Eight years on, the census figures, traffic counts, and land use map are out of date, and several areas the plan drew as future growth have since been built. The plan still reads as though those decisions are ahead of us.

That gap matters more than it may sound. Iowa Code section 414.3 requires that a city's zoning regulations be made in accordance with its comprehensive plan. When the plan drifts away from what is actually on the ground, every rezoning and every variance we bring you rests on a weaker foundation, and an applicant's attorney can point at the distance between the two.

The second half of the work is the zoning code itself. Chapter 165 of the Dyersville Municipal Code lists which uses are allowed in each zoning district. It has no definitions for several uses that have appeared in Dyersville since 2018 — business and building types that either were not here or did not exist anywhere when that list was written. When a use is not defined, staff has to decide by analogy, and a decision made by analogy is a decision that can be argued with. RDG will review Chapter 165, write definitions and regulations for the missing uses in sections 165.05 through 165.10, and deliver both a marked-up version and a clean version for adoption.

RDG proposes to bill monthly for time actually worked, with a ceiling of \$18,000 that cannot be exceeded without written authorization from the City. Payment would come from the General Fund within the FY2027 operating budget.

The work is estimated at five months from the notice to proceed, not counting the approval process. RDG will hold three video conferences with staff and will not travel here; City staff carries the local work and attends the hearings. When the drafts are finished, they go to the Planning and Zoning Commission first, then to public hearing, then back to you for adoption of

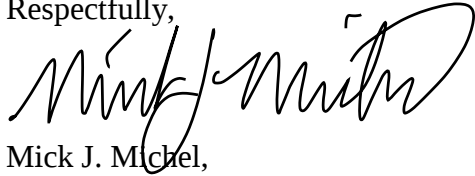


the plan and the zoning amendments as separate actions. Nothing on Monday adopts a plan or changes a single zoning rule. Monday only hires the planner.

The agreement also notes that reformatting the finished plan to meet federal accessibility standards can be added for an additional fee. I am not asking for that Monday. I will bring you a recommendation and a cost once I have confirmed the compliance deadline with RDG.

I recommend approval of Resolution 70-26.

Respectfully,

A handwritten signature in black ink, appearing to read "Mick J. Michel". The signature is fluid and cursive, with a large loop at the end.

Mick J. Michel,
City Administrator