



Bay Minette Board of Adjustment Regular Meeting Minutes

Minutes May 2, 2024

Meeting No. 1

The City of Bay Minette Board of Adjustment met in a Regular Meeting on Thursday, May 2, 2024. The meeting was called to order at 8:02 a.m., by Chairman, Dr. Abby Hamilton, in the Second (2nd) Floor Conference Room located in Bay Minette City Hall, in Bay Minette, Alabama; this being the proper place, date and hour as advertised to hold such meeting.

IN ATTENDANCE At 8:02 a.m. the following members were present:

Dr. Abby Hamilton, Chairman
Shane Hadley, Vice Chairman
Willie Walker, Board Member
Liana Barnett, Board Member

Board Member(s) absent:

Ray Clark, Board Member

Board Member(s) late:

John W. Biggs, Supernumerary Board Member

Other persons in regular attendance:

Clair Dorough, City Planner
Paula Bonner, Planner Associate

GUESTS None

INVOCATION Board Member Walker gave the invocation, followed by Chairman Hamilton leading the pledge.

ITEM 3. Announcements & Registration to Address the Board

ITEM 4. Approval of Minutes for the November 2, 2023, Special Called Meeting. Board Member Barnett made a motion to approve the November minutes as written. The motion was seconded by Board Member Walker which carried unanimously.

ITEM 5. Disclosure of Prior Communications and/or Conflicts of Interest

ITEM 6. Old Business - None

ITEM 7. New Business

a.) Election of Officers

Current Chairman Hamilton opened the floor for Chairman nominations. Vice-Chairman Hadley nominated Dr. Abby Hamilton to continue as chairman. As there were no more nominations, Chairman Hamilton closed the floor for nominations. Vice-Chairman Hadley made a motion to re-

elect Dr. Hamilton as Chairman. Board Member Walker seconded the motion which carried unanimously.

Chairman Hamilton opened the floor for Vice-Chairman nominations. Vice-Chairman Hadley stated he would be willing to be re-elected. As there were no more nominations, Chairman Hamilton closed the floor for Vice-Chairman nominations. Vice-Chairman Hadley made a motion to continue his position. Chairman Hamilton seconded the motion, which carried unanimously.

b.) Updates & Upcoming Cases – Mrs. Dorough reported the following:

- The ordinance for the Old Towne Commons PUD and Masterplan, located south of Holly Hills had been approved.
- The application submittal for a 180-lot subdivision.
- The creation of a Downtown Redevelopment Authority and Cooperative District in relation to downtown redevelopment.
- Volkert Engineering is currently working on updating the City's Comprehensive Plan.
- The resignation of employee Jessie Peed and upcoming job posting.

ITEM 8. Reports and Announcements

- a.) Mayor/Council/Administration - None
b.) Attorney – None
c.) Board Member - Vice-Chairman Hadley inquired about training sessions exclusively for the City of Bay Minette Board of Adjustment and Planning Commission lead by Mrs. Dorough. Mrs. Dorough expressed her intention to arrange training sessions featuring speakers from legal counsel and a wetland/natural resource specialist, but she hasn't had the opportunity to schedule them yet.

Board Member Barnett asked for an update on the Chuck Stevens Ford Sign. Mrs. Dorough Stated that the applicant withdrew the variance request and decided to leave the sign in its current location.

Supernumerary Member Biggs arrived at 8:12am

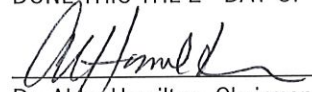
Board Member Walker pointed out that the driveways of the duplex on Moran Street do not appear to be located in the areas approved in the Special Exception. Mrs. Dorough stated staff and code enforcement will investigate further.

Supernumerary Member Biggs inquired about the Old Towne Commons development and after a brief discussion, Vice Chairman Hadley made a motion to adjourn. Board Member Walker seconded the motion, which carried unanimously.

- d.) Planning Staff - None

ITEM 9. With no further business, the Chairman adjourned the meeting at 8:21 am.

DONE THIS THE 2nd DAY OF May 2024,



Dr. Abby Hamilton, Chairman

ATTEST:


Paula Bonner, Planner Associate

Motion Summary:

- 1.) **Minutes:** Approval of Minutes for the November 2, 2023 Special Called Meeting. Board Member Barnett made a motion to approve the November minutes as written. The motion was seconded by Board Member Walker and it was carried unanimously.
- 2.) **Election of Officers:** Vice-Chairman Hadley made a motion to re-elect Dr. Hamilton as Chairman. Board Member Walker seconded the motion, which carried unanimously.

Vice-Chairman Hadley made a motion to continue his position as Vice-Chairman. Chairman Hamilton seconded the motion, which carried unanimously.
- 3.) **Adjourn:** Vice Chairman Hadley made a motion to adjourn. Board Member Walker seconded the motion, which carried unanimously. With no further business, the Chairman adjourned the meeting at 8:21 am.