

CITY OF BAY MINETTE  
PLANNING COMMISSION

AGENDA

December 9, 2021

Regular Meeting

8:00 a.m.

City Hall Council Chambers  
301D'Olive Street, Bay Minette

- 1.) Call to Order
- 2.) Invocation and Pledge
- 3.) Approval of Minutes for the November 10, 2021 Regular Meeting
- 4.) Old Business
- 5.) New Business
  - a.) **SD-2102 Boeschen Minor Subdivision – *Public Hearing***  
*Disclosure of Prior Communications and/or Conflict of Interest*  
*Request:* Minor Subdivision application for a 4-lot subdivision  
*Location:* The subject property is located on Old Brady Road
  
  - b.) **Z-2101 The Landing Rezoning Request – *Public Hearing***  
*Disclosure of Prior Communications and/or Conflict of Interest*  
*Request:* Rezoning request from R-2 to B-2 to allow for the expansion of the existing facility and construction of 4-unit apartment.  
*Location:* The subject property is located at 2411 S US Hwy 31
  
  - c.) **SE-2105 The Landing Special Exception Request**  
*Disclosure of Prior Communications and/or Conflict of Interest*  
*Request:* Special Exception approval for lodging/boarding/rooming house to allow for the expansion of the existing facility and construction of 4-unit apartment.  
*Location:* The subject property is located at 2411 S US Hwy 31
- 6.) Reports
  - a.) Mayor/Council
  - b.) Attorney
  - c.) Commissioner's Comments
  - d.) Planning Staff
- 7.) Adjournment

# Bay Minette Planning Commission Regular Meeting Minutes

Minutes November 10, 2021

Monthly Meeting No. 11

The Bay Minette Planning Commission met in Regular Session on Thursday, November 10, 2021. The meeting was called to order at 8:03 a.m., by Acting Chairman Covington, in the Council Chambers 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 8:03 a.m. the following members were present:

Neal Covington, Vice-Chairman \*Acting Chairman  
Robert A. "Bob" Wills, Mayor  
Rob Madison, Building Official  
Earl Emmons, Commission Member  
Scotty Langham, Commission Member  
Ray Clark, Commission Member

Commission Members absent:

Todd Stewart, Chairman  
Wynter Crook, Commission Member  
William Taylor, Commission Member

Commission Members late:

Other persons in regular attendance:

Clair Dorough, City Planner  
Jessica Peed, Planning Assistant  
Tammy Smith, City Administrator  
Scotty Lewis, City Attorney  
Steven Stewart, Fire Department

**GUESTS**

Danny Stevens  
Tammy Henry  
Steven Boesch  
Chris Lieb

**INVOCATION**        Scotty Lewis gave the invocation, followed by the pledge.

**ITEM 3.**            Approval of the Minutes of the October 19, 2021 meeting. Commission Member “Mayor” Wills made a motion to approve the October minutes as written. The motion was seconded by Commission Member Emmons and was unanimously carried.

**ITEM 4.**            Old Business - NONE

**ITEM 5.**            New Business:

a.) ES-2107 Boeschen Family Division

Disclosure of Prior Communications and/or Conflict of Interest

Request: Family Exemption for a 6-lot subdivision

Location: The subject property is located on Old Brady Road and Pine Grove Road

Mrs. Dorough introduces the request and includes that the applicants would like to divide the parcel from 1 lot to 6 lots, and that all qualifications and requirements have been met. She also states the applicant plans to subdivide one lot from this divide and start the minor subdivision process for next month’s Planning Commission, and all of the lots will front Old Brady Road and that the applicants are in attendance for this meeting for any questions. With no response, comments or questions, Mayor Wills made a motion to allow the Chairman to sign the plat. Commission Member Clark seconded and it was unanimously carried.

b.) SP-2107 Lieb Engineering Company LLC Site Plan Approval

Disclosure of Prior Communications and/or Conflict of Interest

Request: Site Plan Approval for Chuck Stevens Ford expansion

Location: The subject property is located at 1304 S US Hwy 31

Mrs. Dorough gave an introduction of the Site Plan request for an expansion, which also includes renovations and landscaping. She also states the aerials are from 2018 and includes more recent pictures of the site, also including a large hardcopy format available for review. She states the metal façade regulations will not apply due to the type of materials used for construction. Chris Lieb explained his requested plans to redo the parking lot which includes adding parking on the north side, and adding a detention pond. There is a brief discussion including the plans for landscaping, the detention pond draining to the ditch on Hwy 59 and a large front showroom elevation, and resurfacing of the parking lot. After all questions and comments were discussed, Commission Member Clark made a motion to allow the Acting Chairman to approve the plat. Commission Member Langham seconded and it was unanimously approved.

- c.) SE-2104 Danny & Sharon Stevens  
Disclosure of Prior Communications and/or Conflict of Interest  
Request: Special Exception approval for two duplexes  
Location: The subject property is located on E Hurricane Road

Mrs. Dorough introduces the Special Exception request for two duplexes on two vacant, adjacent parcels and states the Planning Commission will only make a recommendation to the Board of Adjustment as the BOA makes final approval. Mayor Wills inquired on the location of the proposed duplexes. Mrs. Dorough shows pictures of the surrounding area including an NBU facility, and a church. She states the applicant will be required to extend the water line so it can accommodate a fire hydrant, and that the Fire Department is also requiring an all-weather surface for access. She also states the request complies with the Zoning Ordinance to allow 1 duplex per property totaling 4 units, with Special Exception approval. Acting Chairman Covington inquired on the sizes of the lots to which Mrs. Dorough states they are approximately .24 acres and .26 acres, which meets the minimum size requirements. Commission Member Clark inquired on a plot or site plan to which Mrs. Dorough states the Special Exception request must receive approval before the applicant is able to apply for Site Plan approval, at which time a Site Plan will be available for review. With no further questions or comments, Commission Member Emmons made a motion to recommend approval to the Board of Adjustment for the Special Exception request to allow for 2 duplexes. Commission Member Langham seconded and it was unanimously carried, with the exception of Commission Member Clark abstaining due to his membership on the Board of Adjustment.

## ITEM 6.

Reports:

- a.) Mayor/Council Report

- Mayor Wills states that Veterans Day is on November 11, 2021 at which there will be a breakfast, parade, and Korean War Ceremony. He also states the Baldwin County football team will be participating in the second round of playoffs at 7pm Friday night in Bay Minette. Mrs. Smith includes that there is a lot of excitement, and a community pep rally is scheduled for November 10, 2021 at 6:30pm at the High School stadium. She states the Cross-Country team members qualified and competed at State recently, and Mayor Wills includes that basketball kicked off last night.

- b.) Attorney – None

c.) Commissioner – None

d.) Planning Staff

- Rob Madison states that he started the process of unsafe structure for the old hotel building located near the square to which the owner has requested an appeal at the upcoming City Council meeting. There is a brief discussion including the potential liability issues if/when the building was to fall. Acting Chairman Covington inquires on the downtown parking meeting that was held last week to which Mrs. Smith states the parking slots will increase from 8 ft to 10 ft, creating a loss of 47 parking spaces along Hand Ave and Hoyle Ave. Acting Chairman Covington also inquired on the status of the ripped sidewalk that is located in front of his office building to which Tammy Smith stated that is a North Baldwin Utilities project and they would need to answer that question. There was a brief discussion regarding a Code Enforcement case that consists of a neighboring home that has sheds and junk cars.

**ITEM 7.** With no further business Acting Chairman Covington adjourned the meeting at 8:40 a.m.

DONE THIS THE 10th DAY OF NOVEMBER 2021

---

Neal Covington, Acting Chairman

ATTEST:

---

Jessica Peed, Planning Coordinator



# City of Bay Minette

## Planning & Development Services

Preliminary/Final Plat – Minor Subdivision Staff Report  
Case No. SD-2102 – Old Brady Road Subdivision  
Planning and Zoning Commission Public Hearing  
December 9, 2021

### I. PUBLIC HEARINGS:

Planning Commission: December 9, 2021

### II. IDENTIFICATION AND LOCATION INFORMATION

Jurisdiction: City Limits

Zoning Designation: R-2, Single Family Residential

Location of Property: The subject property is located on Old Brady Road, approximately 0.25 miles from Pine Grove Road

Parcel Number(s): 05-23-06-23-0-000-004.004

### III. SUBDIVISION PROPOSAL:

Proposed number of Lots: 4

Linear Feet of Streets: N/A – all lots will front Old Brady Road

Total Acreage: 41.56± acres

Smallest Site Size: 10.00± acres

Largest Site Size: 11.28± acres

Owner/Developer: Harry L. Boeschen with Tammy Henry as Authorized Agent  
7 Command Heights  
Spanish Fort, AL 36527

Surveyor: David Lowery Surveying LLC  
9915 Bryant's Landing Road  
Stockton, AL 36579

Request: The applicant is requesting Preliminary/Final Plat Approval for 41.56± acres to allow for a 4-lot Minor Subdivision.

### IV. PUBLIC UTILITIES AND SITE CONSIDERATIONS

Public Utilities Services: Water: North Baldwin Utilities

December 9, 2021 Planning Commission Meeting

Sewer: North Baldwin Utilities  
Natural Gas: North Baldwin Utilities  
Electricity: Alabama Power

**Transportation:**

The proposed lots will front on Old Brady Road, a paved and county-maintained roadway. Property owners will be required to apply for driveway/culvert permit from the Baldwin County Highway Department.

The Bay Minette Fire Department has stated that a fire hydrant will be required within 600 feet of each lot (at least a 1,200-ft spacing) and that the County's driveway permitting process will suffice for ensuring appropriate grade for ingress of fire apparatus.

**V. STAFF COMMENTS:**

- This property is part of Case ES-2107, a family exempt subdivision of 6 lots that was approved by the Planning Commission at the November 10, 2021 meeting. This is a 41-acre parcel that did not meet the exempt requirements as the owners are planning to list the lots for sale. The developer will be required to connect to sewer and provide adequate fire protection per the Subdivision Regulation Sections 11.7.1 and 11.8.6.1; and Zoning Ordinance Section 7.12.2. North Baldwin Utilities can install a hydrant on the existing waterline without expansion.

**VI. RECOMMENDATIONS**

Staff recommends that the Preliminary/Final Plat –Minor Subdivision for Case No. SD-2102, Old Brady Road Subdivision be **APPROVED**.



# City of Bay Minette

## Preliminary/Final Plat - Minor Subdivision

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@ci.bay-minette.al.us

Case No.:	SD-2102
Fee Total: \$	390.2
Date Paid:	11/29/21
<input type="checkbox"/> Cash	<input checked="" type="checkbox"/> Credit Card
<input type="checkbox"/> Check- No.:	_____

Are you the owner?  Yes  No \*If not, you will need to complete an Agent Authorization Form signed by the property owner

Name of Applicant: Tammy B. Henry Estate of Harry Boeschen Date: 11/10/2021

Mailing Address: 7 Command Heights

City/State/ Zip Code: Spanish Fort , Al. 36527

Email: tammy.henry@thryv.com Phone No.: 251-463-2503

### Site Information

Subdivision Type:  Residential  Commercial  Mixed-Use

Subdivision Name: Boeschen Family SD

Location of Subdivision: frontage on Brady Road next to Pine Grove School

Parcel ID/PPIN(s): 299743 // 05-23-06-23-0-D00-004.004

Total Acreage: 41 acres No. of Lots: 4 No. of Certified Letters: \_\_\_\_\_

Electrical: Alabama Power Telephone: \_\_\_\_\_

Water: NBU Sewer: on-site

### Engineer & Surveyor Information

Engineer Name: \_\_\_\_\_ License #: \_\_\_\_\_

Company Name: \_\_\_\_\_ Business License #: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Surveyor Name: David Lowery License #: 26623

Company Name: David Lowery Surveying Business License #: 2021-2030

Address: PO BOX 995 BAY MINETTE, AL 36507

Email: dlsurvey25@hotmail.com Phone No.: 251-937-2757

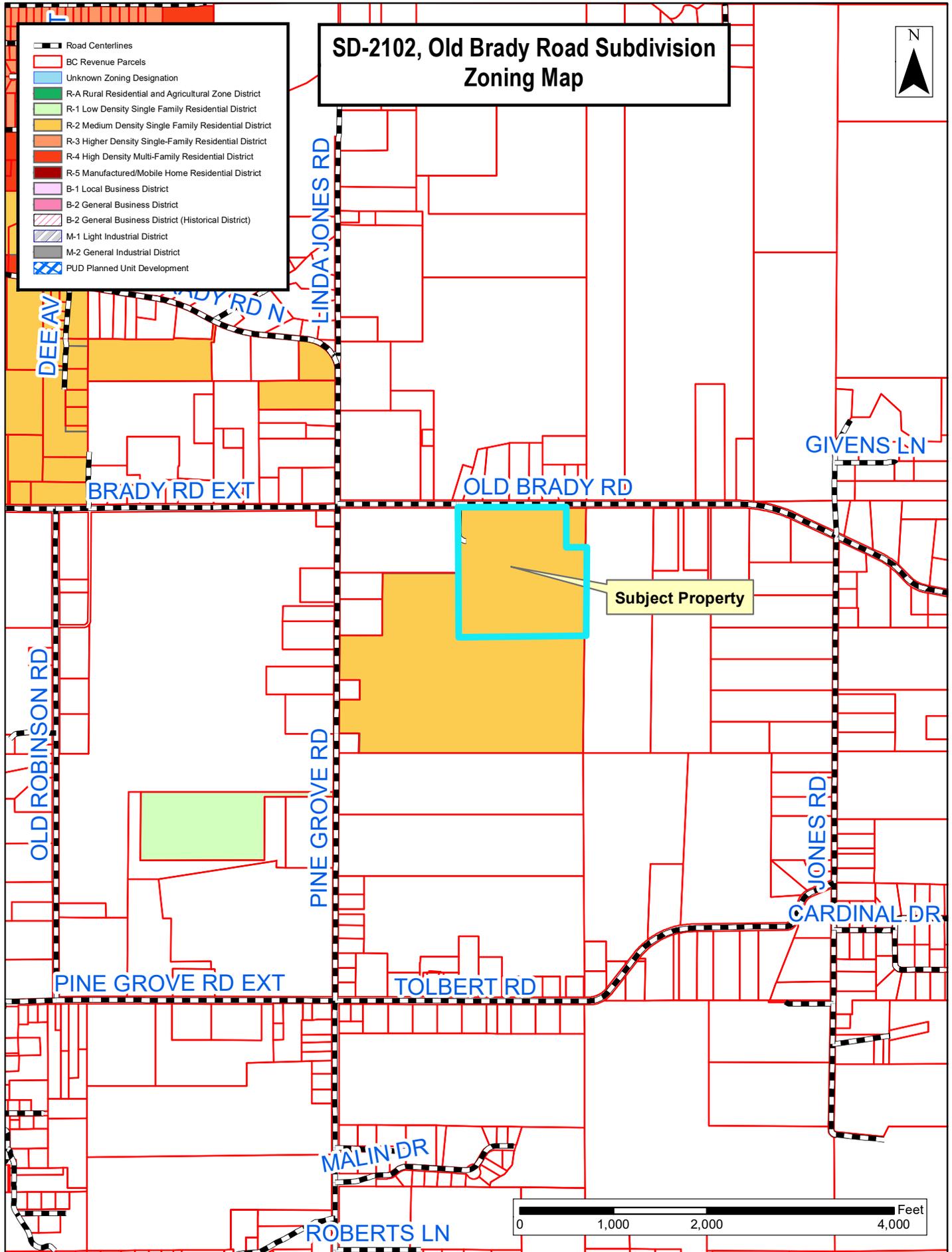
I/we certify that the information state on and submitted with this application is true and correct.

Signature: Tammy B. Henry Date: 11/10/2021

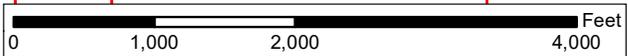
# SD-2102, Old Brady Road Subdivision Zoning Map



- Road Centerlines
- BC Revenue Parcels
- Unknown Zoning Designation
- R-A Rural Residential and Agricultural Zone District
- R-1 Low Density Single Family Residential District
- R-2 Medium Density Single Family Residential District
- R-3 Higher Density Single-Family Residential District
- R-4 High Density Multi-Family Residential District
- R-5 Manufactured/Mobile Home Residential District
- B-1 Local Business District
- B-2 General Business District
- B-2 General Business District (Historical District)
- M-1 Light Industrial District
- M-2 General Industrial District
- PUD Planned Unit Development



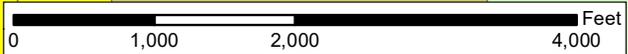
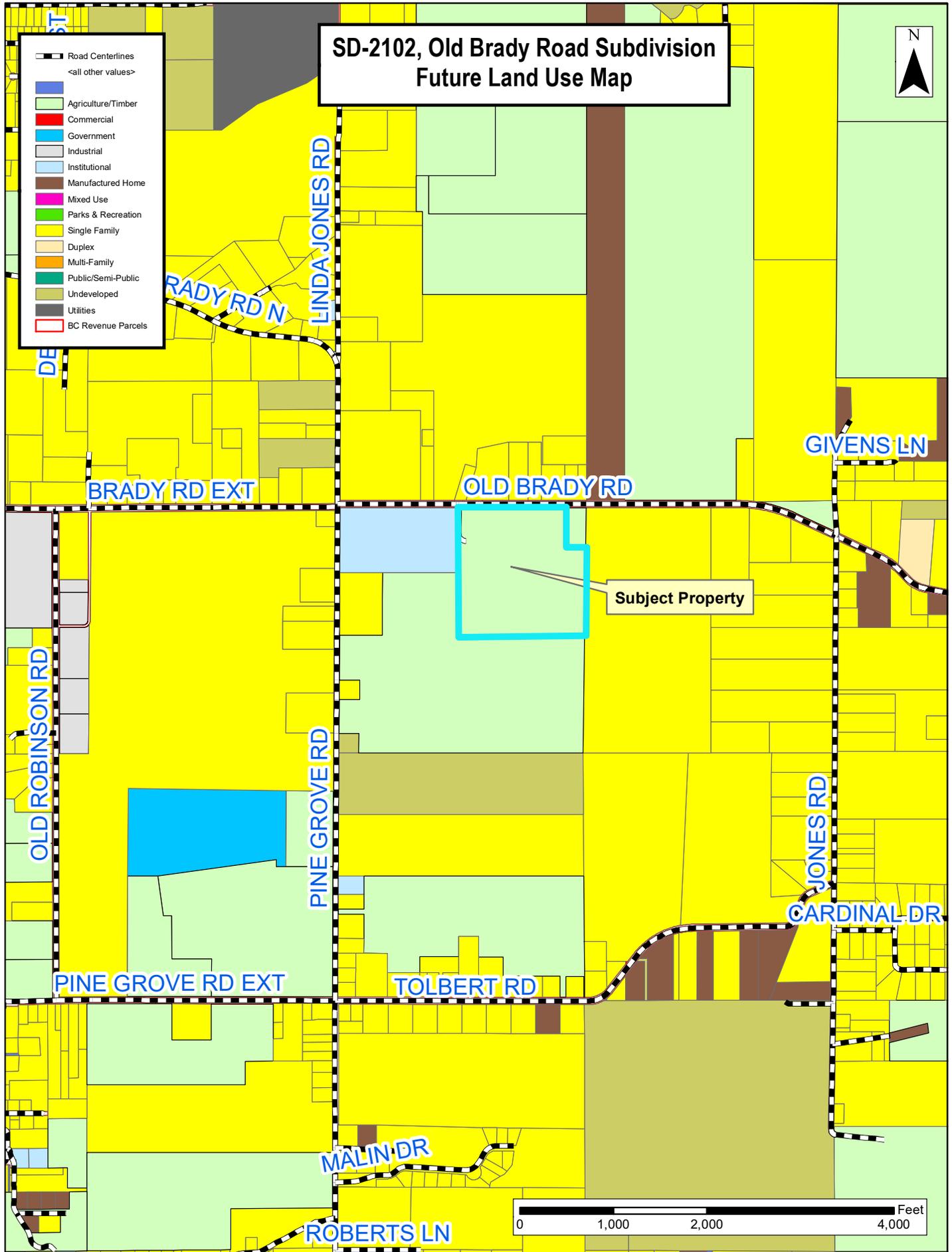
Subject Property



# SD-2102, Old Brady Road Subdivision Future Land Use Map



- Road Centerlines  
<all other values>
- Agriculture/Timber
- Commercial
- Government
- Industrial
- Institutional
- Manufactured Home
- Mixed Use
- Parks & Recreation
- Single Family
- Duplex
- Multi-Family
- Public/Semi-Public
- Undeveloped
- Utilities
- BC Revenue Parcels



# SD-2102, Old Brady Road Subdivision Site Map



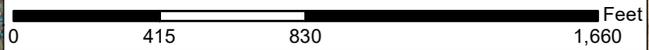
- Road Centerlines
- BC Revenue Parcels
- Potential Wetlands

LBOESCHEN RD

OLD BRADY RD

PINE GROVE RD

Subject Property



# OLD BRADY ROAD SUBDIVISION

## NOTES

- All bearings shown hereon are relative to GRID NORTH. GRID NORTH was obtained by G.P.S. observations.
- Corner monuments shown as set iron pins are 5/8" reinforcing bars with a durable plastic cap stamped "26423".
- Only Select Fixed Interior Improvements shown hereon.
- This survey was prepared for the client shown and is not to be used for any other purpose without prior approval from the surveyor.
- No instruments of record reflecting easements, right of ways, and/or ownership were furnished this surveyor, except as shown or noted.
- No underground installations or improvements have been located, except as shown or noted.
- This survey was prepared without the benefit of an abstract of title or a title search unless stated hereon. No liability is assumed by the undersigned for loss relating to any matter that might be discovered by an abstract, title search, or legal judgment rendered on the property.
- Liability of the undersigned for the survey shown shall not exceed the amount paid for the survey.

CERTIFICATE OF THE BALDWIN COUNTY PLANNING DIRECTOR  
The undersigned, as Planning Director of the County of Baldwin, Alabama, hereby certifies on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, that the Bay Minette Planning Commission approved the within plat for the recording of same in the Probate Office of Baldwin County, Alabama.

Planning Director

## CERTIFICATION OF APPROVAL BY THE ELECTRIC UTILITY

I, THE UNDERSIGNED, AS AUTHORIZED BY ALABAMA POWER, HEREBY APPROVES THE WITHIN PLAT FOR RECORDING OF SAME IN THE PROBATE OFFICE OF BALDWIN COUNTY, AL.

THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

ALABAMA POWER REPRESENTATIVE

## CERTIFICATION OF WATER UTILITY

THE UNDERSIGNED, AS AUTHORIZED BY NORTH BALDWIN UTILITIES, HEREBY CERTIFIES THAT UPON ACCOMPLISHMENT OF UTILITY INFRASTRUCTURE IMPROVEMENTS AS MAY BE IDENTIFIED HEREON OR SUBSEQUENTLY TO THE SATISFACTION OF NORTH BALDWIN UTILITIES, WATER SERVICE IS OR WILL BE AVAILABLE TO THE PROPERTY BEING THE SUBJECT OF THIS PLAT TO BE PRESENTED FOR RECORDING IN THE PROBATE OFFICE OF BALDWIN COUNTY, ALABAMA.

THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

N.B.U. REPRESENTATIVE

## CERTIFICATE OF APPROVAL BY THE COUNTY ENGINEER

The undersigned, as County Engineer of the County of Baldwin of Alabama, hereby certifies on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, that the Bay Minette Planning Commission approved the within plat for the recording of same in the Probate Office of Baldwin County, Alabama.

County Engineer

Parcel Number: 05-23-06-14-0-000-020.006  
PIN: 2260113  
Owner Name: JONES, RANDAL D ETAL JONES, CYNTHIA N  
Address: 2316 TALBERT ST  
City: PENSACOLA  
State: FL  
Zip: 32507

Parcel Number: 05-23-06-14-0-000-020.008  
PIN: 306641  
Owner Name: BALLARD, RONALD JR  
Address: 16311 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

Parcel Number: 05-23-06-14-0-000-020.007  
PIN: 233949  
Owner Name: BALLARD, RONALD SR  
Address: 16311 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

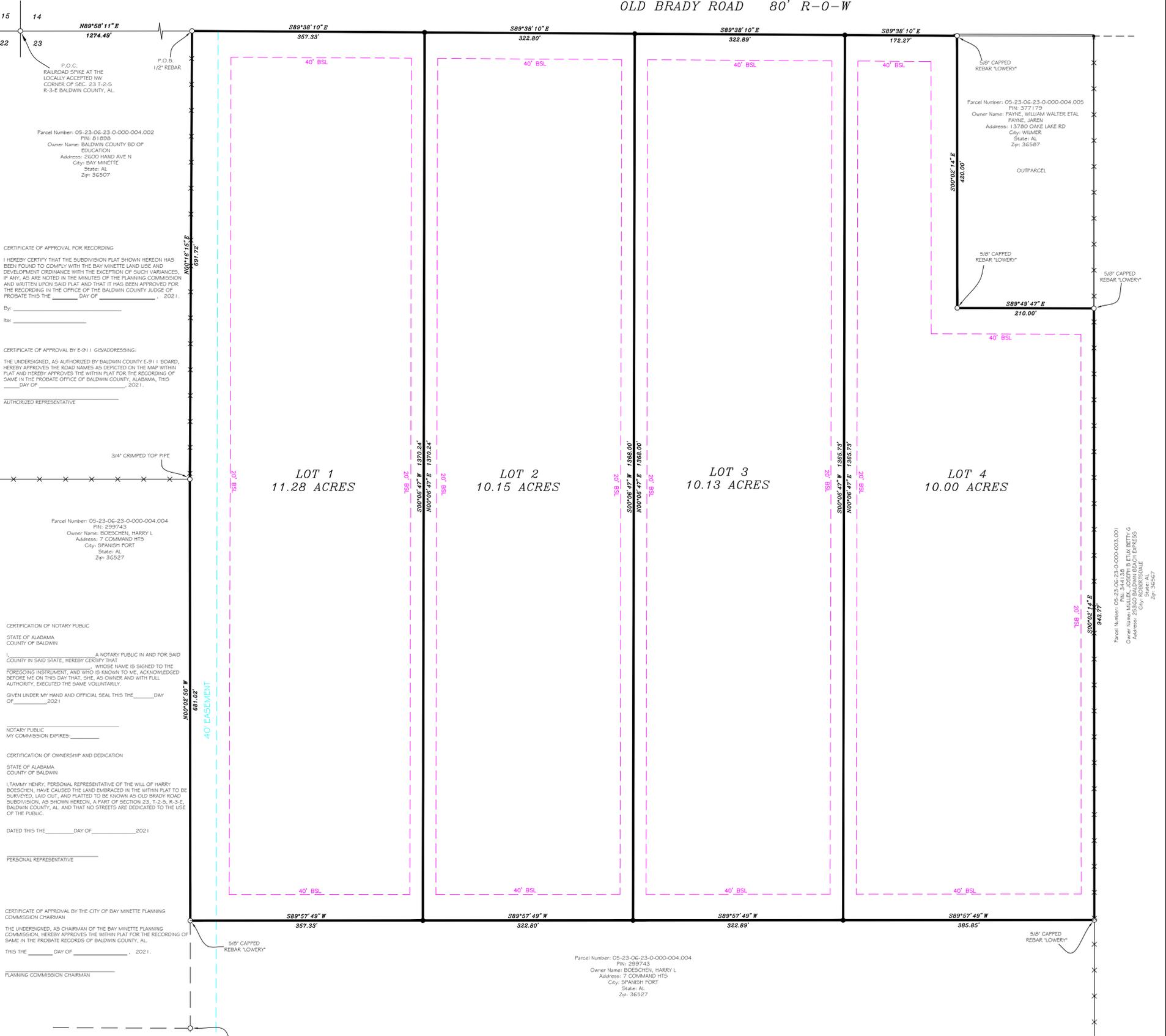
Parcel Number: 05-23-06-14-0-000-020.005  
PIN: 222239  
Owner Name: FERGIJON, JAMES EDMOND ETUX MARTHA FAUK  
Address: 16311 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

Parcel Number: 05-23-06-14-0-000-020.004  
PIN: 219341  
Owner Name: JONES, DAVID AUSTIN ETUX TONYA BLACKBURN  
Address: 16465 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

Parcel Number: 05-23-06-14-0-000-021.000  
PIN: 30398  
Owner Name: JONES, SANDRA B ETVIR DAVID A  
Address: 16465 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

Parcel Number: 05-23-06-14-0-000-021.002  
PIN: 343020  
Owner Name: JONES, SANDRA B ETVIR DAVID A ETAL JONES  
Address: 16465 OLD BRADY RD  
City: BAY MINETTE  
State: AL  
Zip: 36507

## OLD BRADY ROAD 80' R-O-W



CERTIFICATE OF APPROVAL FOR RECORDING  
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE BAY MINETTE LAND USE AND DEVELOPMENT ORDINANCE WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND WRITTEN UPON SAID PLAT AND THAT IT HAS BEEN APPROVED FOR THE RECORDING IN THE OFFICE OF THE BALDWIN COUNTY JUDGE OF PROBATE THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

CERTIFICATE OF APPROVAL BY E-911 GIS ADDRESSING  
THE UNDERSIGNED, AS AUTHORIZED BY BALDWIN COUNTY E-911 BOARD, HEREBY APPROVES THE ROAD NAMES AS DEPICTED ON THE MAP WITHIN PLAT AND HEREBY APPROVES THE WITHIN PLAT FOR THE RECORDING OF SAME IN THE PROBATE OFFICE OF BALDWIN COUNTY, ALABAMA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

CERTIFICATION OF NOTARY PUBLIC  
STATE OF ALABAMA  
COUNTY OF BALDWIN  
I, \_\_\_\_\_ A NOTARY PUBLIC IN AND FOR SAID COUNTY IN SAID STATE, HEREBY CERTIFY THAT WHOSE NAME IS SIGNED TO THE FOREGOING INSTRUMENT, AND WHO IS KNOWN TO ME, ACKNOWLEDGED BEFORE ME ON THIS DAY THAT SHE, AS OWNER AND WITH FULL AUTHORITY, EXECUTED THE SAME VOLUNTARILY.

CERTIFICATION OF OWNERSHIP AND DEDICATION  
STATE OF ALABAMA  
COUNTY OF BALDWIN  
I, TAMMY HENRY, PERSONAL REPRESENTATIVE OF THE WILL OF HARRY BOESCHEN, HAVE CAUSED THE LAND DESCRIBED IN THE WITHIN PLAT TO BE SURVEYED, LAID OUT, AND PLATTED TO BE KNOWN AS OLD BRADY ROAD SUBDIVISION, AS SHOWN HEREON, A PART OF SECTION 23, T-2-S, R-3-E BALDWIN COUNTY, AL. AND THAT NO STREETS ARE DEDICATED TO THE USE OF THE PUBLIC.

CERTIFICATE OF APPROVAL BY THE CITY OF BAY MINETTE PLANNING COMMISSION CHAIRMAN  
THE UNDERSIGNED, AS CHAIRMAN OF THE BAY MINETTE PLANNING COMMISSION, HEREBY APPROVES THE WITHIN PLAT FOR THE RECORDING OF SAME IN THE PROBATE RECORDS OF BALDWIN COUNTY, AL.

**BUILDING SETBACKS:**  
FRONT: 40'  
REAR: 40'  
SIDE: 20'

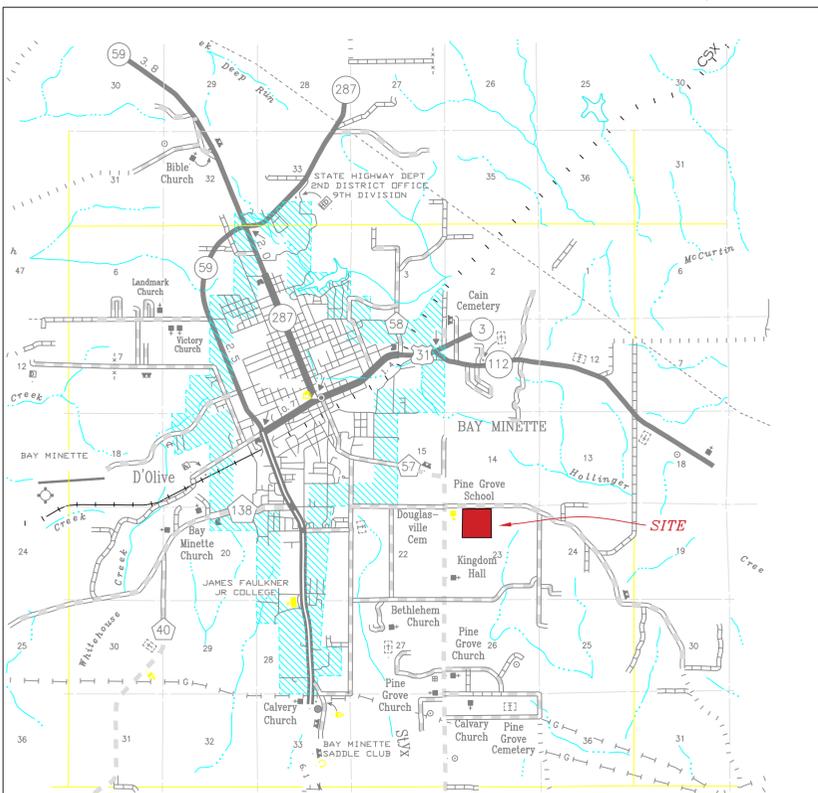
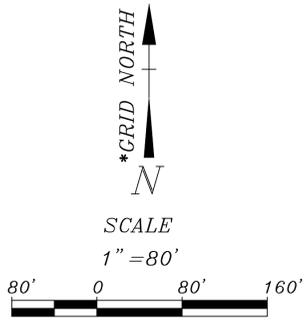
**SITE DATA:**  
SMALLEST LOT: 10.00 Acres  
LARGEST LOT: 11.28 Acres  
TOTAL # OF LOTS: 4  
TOTAL AREA: 41.56 Acres  
LINEAR FT. STREETS: 0

**OWNER & DEVELOPER**  
ESTATE OF HARRY BOESCHEN  
7 COMMAND HTS.  
SPANISH FORT, AL 36527

**SURVEYOR**  
DAVID LOWERY SURVEYING LLC  
55294 MARTIN LN.  
STOCKTON, AL 36579  
DAVID LOWERY, PLS. LC. NO 26623

All lots shall comply with applicable utility and fire protection requirements, including without limitation, the Zoning Ordinance of the City of Bay Minette, the Subdivision Regulations of the City of Bay Minette, and the 2012 International Residential Code and 2012 International Fire Code, as adopted by the City of Bay Minette. No lot shall be eligible for a certificate of occupancy until all utility and fire protection requirements have been satisfied in connection therewith.

**SURVEYOR'S CERTIFICATE AND DESCRIPTION OF PROPERTY**  
STATE OF ALABAMA  
COUNTY OF BALDWIN  
I, David Lowery, a licensed Surveyor of Baldwin County, Alabama, hereby certify that I have surveyed the property of the Estate of Harry Boeschien, owner, situated in Baldwin County, Alabama and described as follows:  
Commencing at a RAILROAD SPIKE AT THE LOCALLY ACCEPTED NW CORNER OF SEC. 23 T-2-S R-3-E BALDWIN COUNTY, AL.; thence N89°58'11"E, a distance of 1,274.49 feet more or less to a 1/2" REBAR on the South R-O-W of Old Brady Road to the POINT OF BEGINNING; thence S89°38'10"E, along said R-O-W a distance of 1,175.30 feet to a 5/8" CAPPED REBAR LOWERY; thence S00°02'14"E, along said R-O-W a distance of 420.00 feet to a 5/8" CAPPED REBAR LOWERY; thence S89°49'49"E, a distance of 210.00 feet to a 5/8" CAPPED REBAR LOWERY; thence S00°02'14"E, a distance of 943.77 feet to a SET 5/8" CAPPED REBAR; thence S89°57'49"W, a distance of 1,365.87 feet to a SET 5/8" CAPPED REBAR; thence N00°02'S0"W, a distance of 681.02 feet to a 3/4" CRIMPED TOP PIPE; thence N00°16'15"E, a distance of 691.72 feet to the POINT OF BEGINNING, said parcel containing 41.56 acres, more or less.  
And that the plat or map contained hereon is a true and correct map showing the subdivision into which the property described is divided giving the length and bearings of the boundaries of each lot and easement and its number and showing the streets, alleys and public grounds and giving the bearings, length, width and names of the streets, said map further shows the relation of the land so platted to the Government Survey, and that permanent monuments have been placed at points marked thus ● as hereon shown. I further certify that all parts of this survey and drawing have been completed in accordance with the requirements of the Standards of Practice of land surveying in the State of Alabama to the best of my knowledge, information, and belief.  
WITNESS my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2021.  
Surveyor  
Alabama License # 26623





# City of Bay Minette

## Planning & Development Services

### Planning Commission Staff Analysis

Case No. Z-2101  
 Haley Beason // The Landing  
 Rezoning from R-2 to B-2  
 December 9, 2021

### Subject Property Information

<b>Physical Location:</b>	2411 S US Hwy 31	<b>Applicant:</b>	Haley Beason
<b>Parcel No. // PPIN:</b>	05-23-08-28-4-000-012.000		2411 S US Hwy 31
<b>Current Zoning:</b>	R-2, Medium Density Single Family Residential		Bay Minette, AL 36507
<b>Proposed Zoning:</b>	B-2, General Business District	<b>Owner:</b>	Haley Beason
<b>Current Land Use:</b>	Sober Living Facility//Boarding Rooming House		2411 S US Hwy 31
<b>Proposed Land Use:</b>	Boarding Rooming House Expansion//Multi-Family		Bay Minette, AL 36507
<b>Acreage:</b>	PPIN 40862 – 1.78± acres		

	Adjacent Land Use	Adjacent Zoning
North	Residential	R-2, Medium Density Single Family Residential
South	Residential	B-2, General Business District
East	Railroad, Mobile Lumber	M-2, General Industrial District
West	Commercial Complex, various uses	B-2, General Business District

### Summary

The subject property which consists of approximately 1.78± acres is currently zoned R-2, Medium Density Single Family Residential District. The applicant is requesting a rezoning to B-2, General Business District, to allow for a lodging, boarding or rooming house and allow for a 3,000 sq. foot expansion and new construction of a 4-unit multi-family dwelling. Per the Table of Permitted Uses, "Lodging, boarding or rooming houses" are only allowed in the B-2 District by Special Exception. Due to the property's history of being used as a retirement home and then a college dormitory, the current use is existing as a legal non-conformity. The applicant attended the May 9, 2019 Planning Commission meeting and since The Landing was a continuation of a previous similar use with no expansion or significant renovations, no zoning or site plan modifications were required, therefore, no Planning Commission action was necessary. Because the applicant is proposing an expansion of the existing facility and a new use as a multi-family dwelling, it triggered the approval process. This rezoning request is the first step, along with Special Exception approval by the Board of Adjustment followed by Site Plan approval by the Planning Commission if both the Rezoning and Special Exception requests are approved.

### Current Zoning District

**6.2.3 R-2, Medium Density Single Family Residential** This district is intended as a medium density single family urban residential district, with lots of moderate size.

**Proposed Zoning District**

6.3.2 B-2, General Business District. This district is intended to provide opportunity for activities causing noise and heavy traffic, not considered compatible in the more restrictive business district. These uses also serve a regional as well as a local market and require location in proximity to major transportation routes. Recreational vehicle parks, very light production and processing activities are included.

Table of Permitted Uses and Conditions	R-A	R-1	R-2	R-3	R-4	R-5	B-1	B-2	M-1	M-2
Dwelling, multi-family					R	R	P	P		
Lodging, boarding or rooming houses.							S	S		

**Staff Analysis and Findings**

The following factors for reviewing zoning amendments are found in Article 15 - Amendment of the Zoning Ordinance of the City of Bay Minette. These factors are to be considered when an application is being reviewed for rezoning.

**1.) Compliance with the Comprehensive Plan**

The subject property is designated as Manufactured Home on the Future Land Use Map in the Comprehensive Plan. It is adjacent to Single Family designated areas to the North and South with Commercial to the West and Industrial to the West. The Manufactured Housing designation was assigned during the time of the Comprehensive Plan research, which started in 2010. This facility was built in 1998, so the use as a group living facility pre-dates the Comprehensive Plan designation.

**2.) Compliance with the standards, goals and intent of this ordinance**

*The Zoning Ordinance was intended to promote the health, safety, convenience, order, prosperity, and general welfare of the residents; to lessen congestion in the street; to secure safety from fire, panic, and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, and parks; to facilitate initiation of the comprehensive plan, and other public requirements.*

The site has been historically used as for-profit residential group facility for more than 20 years. The R-2, Medium Density Single Family Residential designation is not consistent with the use that has been established for many years. The requested B-2 designation will make the existing use of the property more compatible and consistent with the regulations of the Zoning Ordinance. If approved, the Site Plan must meet surface drainage requirements, Section 9.5 Apartments, Townhouses and Condominiums, Landscaping and buffer regulations.

**3.) The character of the surrounding property, including any pending development activity**

The property to the North and South of the subject property are single family residential. The property directly borders the railroad to the East and Mobile Lumber. The property fronts a highly travelled Principal Arterial, US Hwy 31, and faces a commercial complex housing a variety of businesses. There is no known development pending in the immediate vicinity of the subject property. As the use has existed since 2019 and was previously a dormitory and retirement home at the same density, the proposed expansion to increase the residents by 6, is not expected to have a detrimental effect on the surrounding property.

**4.) Adequacy of public infrastructure to support the proposed development**

The Public Works Director stated that since the property fronts US Hwy 31 with an existing access, ALDOT will be the managing agency for access. At the time of Site Plan approval, a concurrence letter from ALDOT will be required, particularly if the existing access is planned to be widened or expanded in any way. The Bay Minette Fire Department did not have any comments on the application and no comments were received from North Baldwin Utilities.

**5.) Impacts on natural resources, including existing conditions and ongoing post-development conditions**

No major impacts are expected due to the site's existing conditions and location. Drainage will be addressed at the time of Site Plan approval and the applicant will be responsible for increased runoff resulting from the development that would cause flood damage to neighboring property.

**6.) Compliance with other laws and regulations of the city**

Bay Minette Police Chief has stated the Department has no issues with the application. Staff received comments from one citizen that lives on Neighbors Lane, stating that the "police visit frequently" because of the facility. The BMPD researched the location and found that in the past year, there were 4 calls to the facility, none of which warranted reports after the initial visit. The Police Chief stated that The Landing is supported by the District Attorney's Office and the Circuit Court Judges and that the applicant recently received an award at the Drug Court Foundation Banquet for her service.

**7.) Compliance with other applicable laws and regulations of other jurisdictions**

The subject property sits within the city limits of Bay Minette and falls under the city's jurisdiction. The applicant will be required to work with ALDOT on access concurrence/approval.

**8.) Impacts on adjacent property including noise, traffic, visible intrusions, potential physical impacts, and property values**

As the property has been used in the same manner for two years and for similar uses for 20+ years prior, any impacts are anticipated to be minimal negative impacts. As the use has existed since 2019 and was previously a dormitory and retirement home at the same number of units, the proposed expansion to increase the residents by 6, is not expected to have a detrimental effect on the surrounding property.

**9.) Impacts on the surrounding neighborhood including noise, traffic, visible intrusions, potential physical impacts, and property values**

Along with the comments above, the proposed rezoning should have little impact on the surrounding area. This is a highly travelled area of US Hwy 31 with only an increase of 6 residents. The railroad borders the Eastern property line, Mobile Lumber is approximately 100 feet to the East and an Industrial Park is approximately 500 feet to the Southwest. As the use has existed since 2019 and was previously a dormitory and retirement home at the same number of units, the proposed expansion to increase the residents by 6, is not expected to have a detrimental effect on the surrounding property.

**10.) Other matters which may be appropriate**

This rezoning is accompanied by a Special Exception request, which will be contingent upon approval of the Rezoning. If they are both approved, the applicant will be required to submit a Site Plan application with detailed plans for Planning Commission approval.

**Staff Recommendation**

*Staff Recommendation:* Based on the submitted information and the analysis above, staff recommends that the proposed rezoning for The Landing from R-2, Medium Density Single Family to B-2 , General Business be Approved.

**Planning Commission Action**

For rezoning applications, the Planning Commission sends an advisory recommendation to the City Council, who makes the final decision.

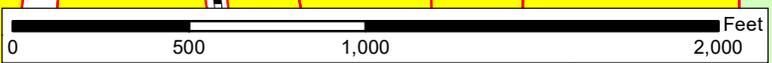
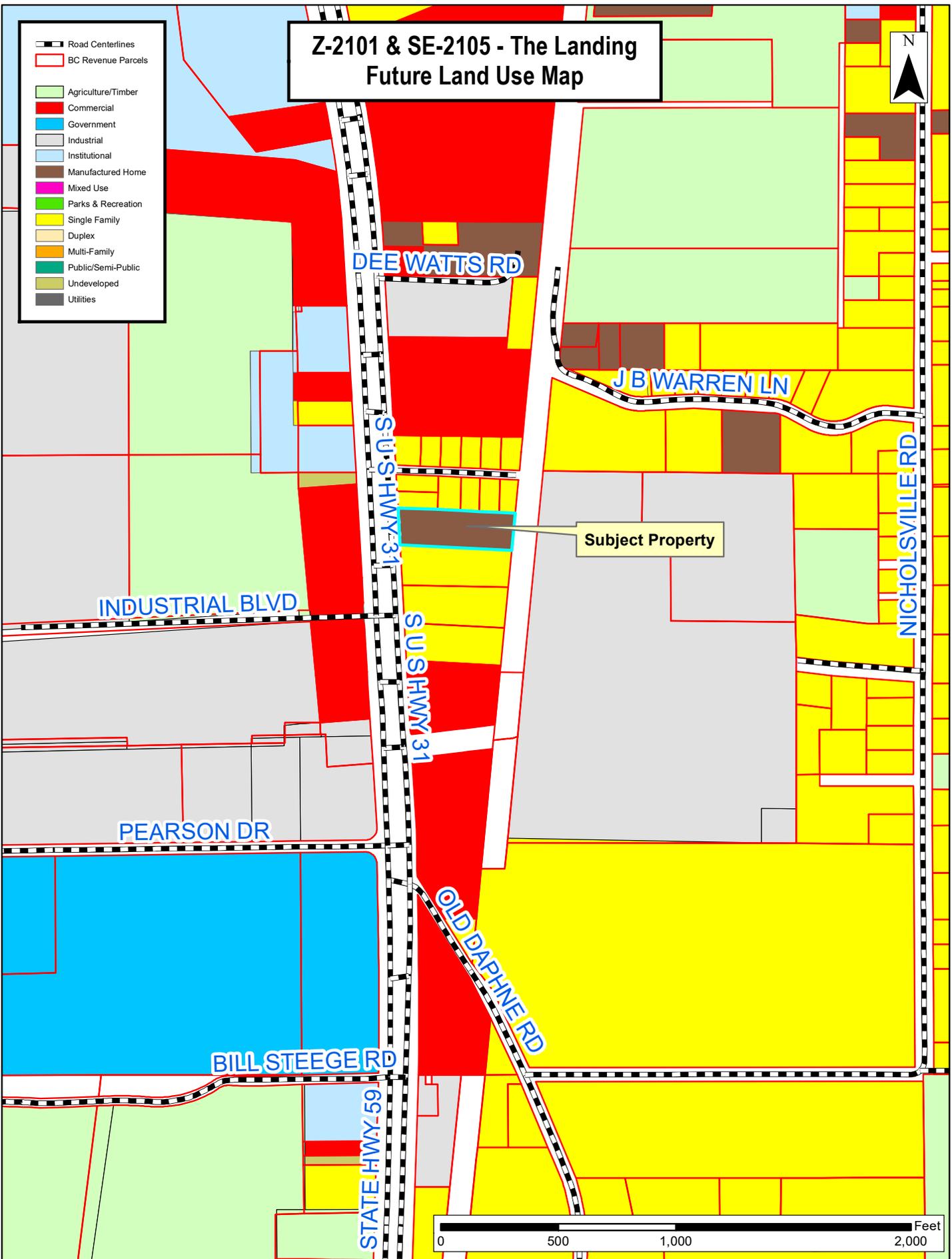
The Planning Commission has the option to:

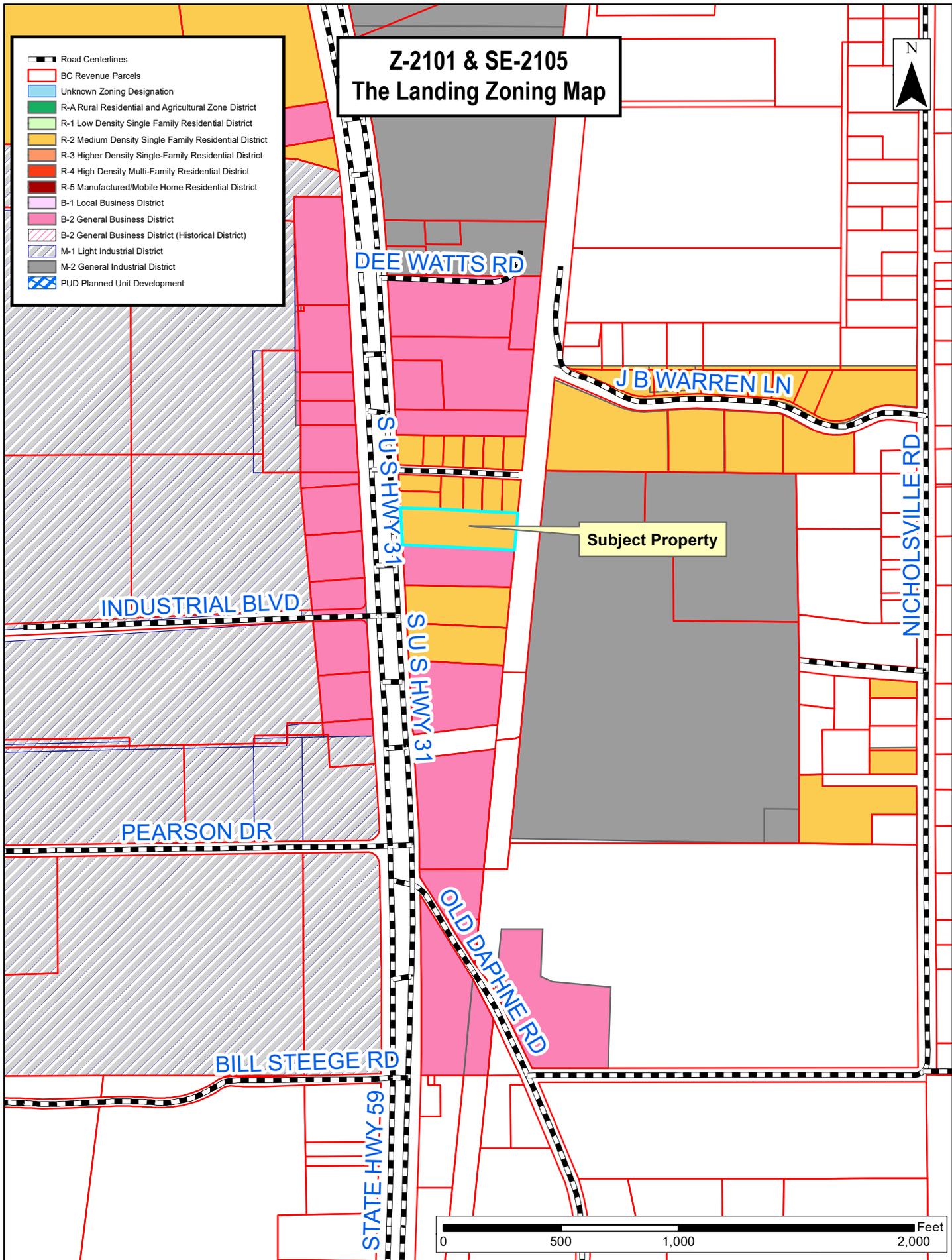
- Make a recommendation for approval to the City Council
- Make a recommendation for approval with conditions to the City Council
- Make a recommendation for denial to the City Council, with stated factors for the denial.

*15.2.6 Limitation on resubmittal. No application for a zoning map amendment shall be considered within 365 days from a final decision on a previous application for the same or similar parcel of land. An application may be withdrawn without prejudice prior to the public hearing being open by the city council. A request to withdraw an application shall be made in writing.*

# Z-2101 & SE-2105 - The Landing Future Land Use Map

-  Road Centerlines
-  BC Revenue Parcels
-  Agriculture/Timber
-  Commercial
-  Government
-  Industrial
-  Institutional
-  Manufactured Home
-  Mixed Use
-  Parks & Recreation
-  Single Family
-  Duplex
-  Multi-Family
-  Public/Semi-Public
-  Undeveloped
-  Utilities





# Z-2101 & SE-2105 - The Landing Site Map



- Road Centerlines
- BC Revenue Parcels
- Potential Wetlands

CROSSOVER

CROSSOVER

NEIGHBORS LN

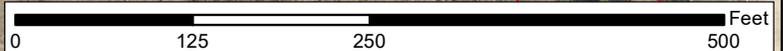
SUSHWY31

CROSSOVER

Subject Property

INDUSTRIAL BLVD

SUSHWY31





# City of Bay Minette

## Re-zoning Application

Case No.: Z-210L  
Fee- \$300.00  
Date Paid: 10/27/21  
Paid:  Credit Card  Cash  
 Check- No. \_\_\_\_\_

301 D'Olive Street · Bay Minette, Alabama 36507  
Phone (251) 580-1650 · COBM\_Planning@ci.bay-minette.al.us

Are you the property owner?  YES  NO  
*\*If you are not the property owner, you must submit an Owner Authorization Form signed by the property owner*

Applicant Name: Haley Beason Date: 10-24-21  
Mailing Address: 2411 S US Hwy 31  
City: Bay Minette State: AL Zip Code: 36507  
Telephone Number: 256 239 6380 Email: Haleyandella@gmail.com

### Site Information

Property Owner Name: George/Haley Beason Phone Number: 256 239 6380  
Property Address: 2411 S US Hwy 31 Bay Minette AL 36507  
Parcel/PPIN #: 28-08-28-4-000-012.000 PPIN 040862  
Area of Property, Sq. Ft., or Acres: Approx 5500 sq ft 1.7 Acres  
Present Zoning: R1 Requested Zoning: B2

Reason for Request/ Intended use of property:  
Addition of 3000 sq ft to main facility  
Build a single 4 unit Apartment Building

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this rezoning and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning regulations and understand that I must be present on the date of the meeting.

Signature: [Handwritten Signature] Date: 10-24-21

### Submittal Requirements

- \_\_\_\_\_ Application
- \_\_\_\_\_ Fee
- \_\_\_\_\_ Agent Authorization Form (if applicant is not the owner)
- \_\_\_\_\_ Survey or boundary map showing exact dimensions of the property to be rezoned
- \_\_\_\_\_ Legal description of property

Version 1.2 - 7/22/2020

[www.cityofbayminette.org](http://www.cityofbayminette.org)



# City of Bay Minette

## Planning & Development Services

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@ci.bay-minette.al.us

Case #: 2-2101 The Landing 11/23/21  
Name: Sally Thompson  
Address: 106 Neighbors Lane  
Phone Number: 251-937-5432

Offic visit 11/23/21 - summary of concerns

Lives at 106 Neighbors Lane, owns 102 Neighbors Lane.

Will not be in town for public hearing.

- Against any expansion, there's enough going on there without adding anymore rooms.

- Police visit frequently

- Very against it because she believes it is for drug users

- Has had the police at her house due to issues at this property

- Has seen people walking along the Railroad tracks, wandering around from this property

- Does not want it in her backyard.

transcribed by Clair [Signature]

[www.cityofbayminette.org](http://www.cityofbayminette.org)



# City of Bay Minette

## Planning & Development Services

### Planning Commission Staff Analysis

Case No. SE-2105  
 Haley Beason // The Landing  
 Special Exception Request for Lodging/Boarding/Rooming House  
 December 9, 2021

### Subject Property Information

<b>Physical Location:</b>	2411 S US Hwy 31	<b>Applicant:</b>	Haley Beason
<b>Parcel No. // PPIN:</b>	05-23-08-28-4-000-012.000		2411 S US Hwy 31
<b>Current Zoning:</b>	R-2, Medium Density Single Family Residential		Bay Minette, AL 36507
<b>Proposed Zoning:</b>	B-2, General Business District	<b>Owner:</b>	Haley Beason
<b>Current Land Use:</b>	Sober Living Facility//Boarding Rooming House		2411 S US Hwy 31
<b>Proposed Land Use:</b>	Boarding Rooming House Expansion//Multi-Family		Bay Minette, AL 36507
<b>Acreage:</b>	PPIN 40862 – 1.78± acres		

	Adjacent Land Use	Adjacent Zoning
North	Residential	R-2, Medium Density Single Family Residential
South	Residential	B-2, General Business District
East	Railroad, Mobile Lumber	M-2, General Industrial District
West	Commercial Complex, various uses	B-2, General Business District

### Summary

The subject property which consists of approximately 1.78± acres is currently zoned R-2, Medium Density Single Family Residential District. The applicant is requesting a Special Exception, to allow for a lodging, boarding or rooming house in order to allow for a 3,000 sq. foot expansion of the existing use and new construction of a 4-unit multi-family dwelling. Per the Table of Permitted Uses, “Lodging, boarding or rooming houses” are only allowed in the B-2 District by Special Exception. Due to the property’s history of being used as retirement home and then a college dormitory, the current use is existing as a legal non-conformity. The applicant attended the May 9, 2019 Planning Commission meeting and since The Landing was a continuation of a previous similar use with no expansion or significant renovations, no zoning or site plan modifications were required, therefore, no Planning Commission action was necessary. Because the applicant is proposing an expansion of the existing facility and a new use as a multi-family dwelling, it triggered the approval process. The applicant also has a concurrent rezoning request (Z-2101) that this request is contingent upon. If both the Rezoning and Special Exception requests are approved, the applicant will be required to obtain Site Plan approval by the Planning Commission before construction can begin.

Table of Permitted Uses and Conditions	R-A	R-1	R-2	R-3	R-4	R-5	B-1	B-2	M-1	M-2
Dwelling, multi-family					R	R	P	P		
Lodging, boarding or rooming houses.							S	S		

### Current Zoning District

6.2.3 R-2, Medium Density Single Family Residential This district is intended as a medium density single family urban residential district, with lots of moderate size.

### Proposed Zoning District

6.3.2 B-2, General Business District. This district is intended to provide opportunity for activities causing noise and heavy traffic, not considered compatible in the more restrictive business district. These uses also serve a regional as well as a local market and require location in proximity to major transportation routes. Recreational vehicle parks, very light production and processing activities are included.

### Staff Analysis and Findings

The following standards for reviewing special exception requests are found in *Section 14.4 Establishment and Membership of the Board of Adjustment of the Zoning Ordinance of the City of Bay Minette*. The Planning Commission will review the request against the criteria below and will submit an advisory recommendation to the Board of Adjustment. The BOA shall review request against the criteria below and, after a public hearing, will make the final decision only upon the concurring vote of four Board members.

#### 1.) Compliance with the Comprehensive Plan

The subject property is designated as Manufactured Home on the Future Land Use Map in the Comprehensive Plan. It is adjacent to Single Family designated areas to the North and South with Commercial to the West and Industrial to the West. The Manufactured Housing designation was assigned during the time of the Comprehensive Plan research, which started in 2010. This facility was built in 1998, so the use as a group living facility pre-dates the Comprehensive Plan designation.

#### 2.) Compliance with any other approved planning document.

N/A

#### 3.) Compliance with the standards, goals and intent of this ordinance

*The Zoning Ordinance was intended to promote the health, safety, convenience, order, prosperity, and general welfare of the residents; to lessen congestion in the street; to secure safety from fire, panic, and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, and parks; to facilitate initiation of the comprehensive plan, and other public requirements.*

The site has been historically used as for-profit residential group facility for more than 20 years. The R-2, Medium Density Single Family Residential designation is not consistent with the use that has been established for many years. The requested B-2 designation will make the existing use of the property more compatible and consistent with the regulations of the Zoning Ordinance. If approved, the Site Plan must meet surface drainage requirements, Section 9.5 Apartments, Townhouses and Condominiums, Landscaping and buffer regulations.

#### 4.) The character of the surrounding property, including any pending development activity

The property to the North and South of the subject property are single family residential. The property directly borders the railroad to the East and Mobile Lumber. The property fronts a highly travelled Principal Arterial, US Hwy 31, and faces a commercial complex housing a variety of businesses. There is no known development pending in the immediate vicinity of the subject property. As the use has existed since 2019 and was previously a dormitory and assisted living facility before, the proposed expansion to increase the residents by 6, is not expected to have a detrimental effect on the surrounding property.

#### 5.) Adequacy of public infrastructure to support the proposed development

The Public Works Director stated that since the property fronts US Hwy 31 with an existing access, ALDOT will be the managing agency for access. At the time of Site Plan approval, a concurrence letter from ALDOT will be required, particularly if the existing access is planned to be widened or expanded in any way. The Bay Minette Fire Department did not have any comments on the application and no comments were received from North Baldwin Utilities

**6.) Impacts on natural resources, including existing conditions and ongoing post-development conditions**

No major impacts are expected due to the site's existing conditions and location. Drainage will be addressed at the time of Site Plan approval and the applicant will be responsible for increased runoff resulting from the development that would cause flood damage to neighboring property.

**7.) Compliance with other laws and regulations of the city**

Bay Minette Police Chief has stated the Department has no issues with the application. Staff received comments from one citizen that lives on Neighbors Lane, stating that the "police visit frequently" because of the facility. The BMPD researched the location and found that in the past year, there were 4 calls to the facility, none of which warranted reports after the initial visit. The Police Chief stated that The Landing is supported by the District Attorney's Office and the Circuit Court Judges and that the applicant recently received an award at the Drug Court Foundation Banquet for her service.

**8.) Compliance with other applicable laws and regulations of other jurisdictions**

The subject property sits within the city limits of Bay Minette and falls under the city's jurisdiction. The applicant will be required to work with ALDOT on access concurrence/approval.

**9.) Impacts on adjacent property including noise, traffic, visible intrusions, potential physical impacts, and property values. And impacts on the surrounding neighborhood including noise, traffic, visible intrusions, potential physical impacts, and property values**

Along with the comments above, the proposed rezoning should have little impact on the surrounding area. This is a highly travelled area of US Hwy 31 with only an increase of 6 residents. The railroad borders the Eastern property line, Mobile Lumber is approximately 100 feet to the East and an Industrial Park is approximately 500 feet to the Southwest. As the use has existed since 2019 and was previously a dormitory and retirement home at the same density, the proposed expansions to increase the residents by 6, is not expected to have a detrimental effect on the surrounding property.

**10.) Overall benefit to the community**

Aftercare/Sober Living homes are critical parts of today's society, particularly with the opioid addiction crisis. There was an application for a similar request made for a property in the Downtown Historic District, that was denied based on location and density. For this particular request, the location on a Principal Arterial, bordered by the railroad and intense industrial uses, and prior history of the site is more compatible and compliant with the goals and intent of the Zoning Ordinance.

**11.) Compliance with sound planning principles**

Sound planning principles include preventing sprawl by using existing infrastructure, which the proposed use will achieve, and will expand on land already developed rather than abandoning the current location to build an entirely new structure elsewhere.

As it stands now, while it is a legal nonconformity, the existing use is not consistent with its R-2, Single Family Residential zoning designation nor compliant with the Special Exception requirement for a lodging/boarding/rooming house. According to the facility's Life Safety Plan, the maximum number of residents can be 25. On a property of 1.78 acres, this is a density of 14.04 units per acre, which is the limit of the 14.0 units per acre maximum density allowed in the R-4, multi-family district and it far exceeds the maximum density of 4.0 units per acre of the R-2 district. With the proposed addition of 6 units, the density increases to 17.42 units per acre, but the B-2, General Commercial district does not have a maximum density restriction. If approved, the rezoning application to B-2 and subsequent Special Exception request would put the property into compliance with the Zoning Ordinance.

Orderly development is dependent on location – uses with similar intensity are grouped together with a gradual transition of intensity based on the functional classification of roadways. The City's existing dormitories, hotels, motels, and apartments are all located on either Principle Arterials (highest classification in the City) or Minor Arterials (second highest classification).

The application for a similar use was recommended for denial by the Planning Commission as that proposal was located on local streets, the lowest functional classification in the City, and was incompatible with the surrounding Historic Downtown district. This location on a Principal Arterial, in a more commercial and industrial part of the City is a more desirable location.

**12.) Compliance with the terms and conditions of any zoning approval**

If the Special Exception application is approved by the Board of Adjustment, the applicant will be required to submit a Site Plan application to the Planning Commission for approval when the appropriate plans have been designed. Site Plan approval can happen in conjunction with Special Exception approval, but at this juncture, requiring the applicant to submit costly site plan documents and drawings without guaranteed approval of the use, was not feasible. The Site Plan application must meet surface drainage requirements, Section 9.5 Apartments, Townhouses and Condominiums, Landscaping and buffer regulations. Architectural drawings will be required by the Building Official and Fire Inspector prior to renovations or occupancy. Any signage would require a Sign Permit. All applicable federal, state, and local licenses, approvals and/or permits must be submitted to the Planning Department prior to occupancy.

**13.) Any other matter relating to the health, safety, and welfare of the community.**

N/A

**Staff Recommendation**

*Staff Recommendation:* Aftercare/Sober Living homes are critical parts of today's society, particularly with the opioid addiction crisis. There was an application for a similar request made for a property in the Downtown Historic District, that was denied based on location and density. For this particular request, the location, the intensity and prior history of the site is more compatible and compliant with the goals and intent of the Zoning Ordinance. Based on the submitted information and the analysis above, staff recommends that the Planning Commission submit a recommendation of Approval, contingent upon a successful rezoning to B-2, General Business District to the Board of Adjustment for the lodging, boarding, rooming house Special Exception request due to the compatibility with the Zoning Ordinance.

**Planning Commission Action**

The Planning Commission makes an advisory recommendation to the Board of Adjustment and has the option to:

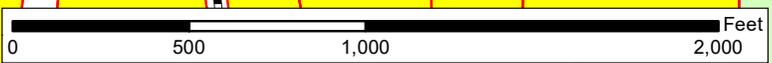
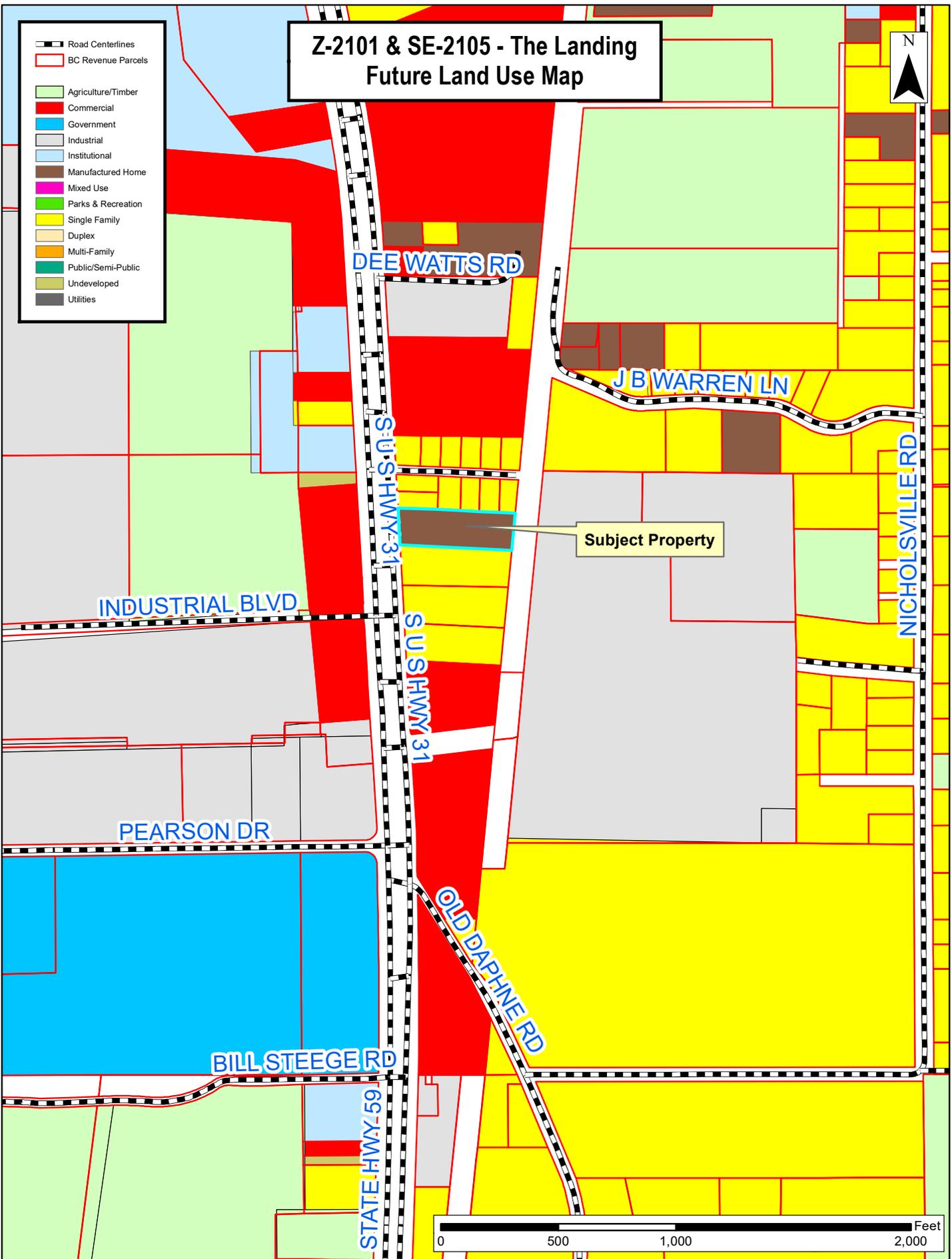
- Recommend Approval to the Board of Adjustment
- Recommend Approval with Conditions to the Board of Adjustment
- Recommend Denial to the Board of Adjustment, with stated factors for the denial

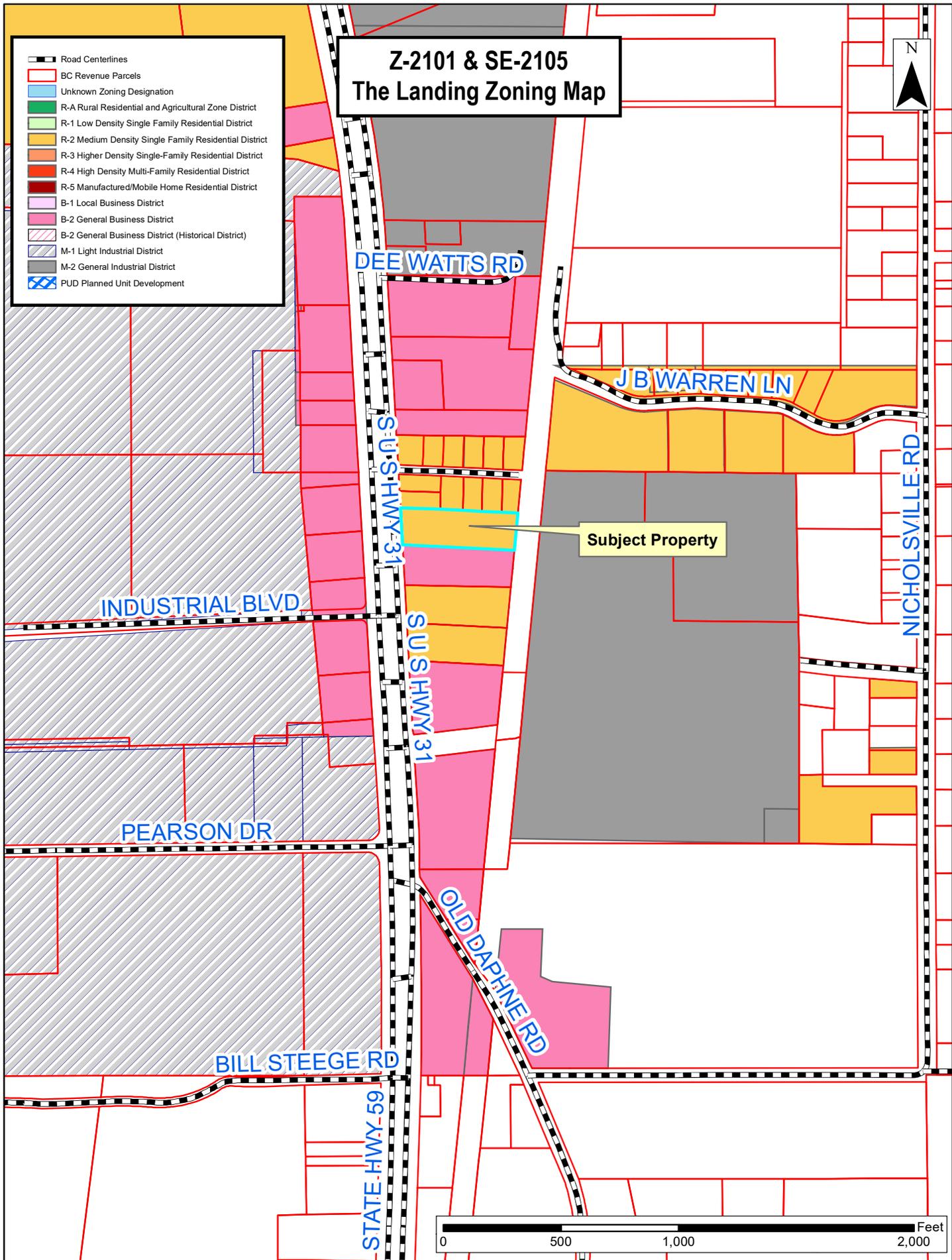
The Board of Adjustment will hold a public hearing on the Special Exception request, consider the Planning Commission and staff's recommendations, and make a final decision at that time. The BOA meeting and Public Hearing has been tentatively scheduled for January 6, 2022.

*14.4.2.2 (f) Limitation on resubmission. An application for the same parcel of land shall not be submitted within 365 days of the final decision of the Board of Adjustment. Any application may be withdrawn without prejudice prior to the opening of the hearing by the Board of Adjustment. All notices to withdraw shall be submitted in writing.*

# Z-2101 & SE-2105 - The Landing Future Land Use Map

-  Road Centerlines
-  BC Revenue Parcels
-  Agriculture/Timber
-  Commercial
-  Government
-  Industrial
-  Institutional
-  Manufactured Home
-  Mixed Use
-  Parks & Recreation
-  Single Family
-  Duplex
-  Multi-Family
-  Public/Semi-Public
-  Undeveloped
-  Utilities





# Z-2101 & SE-2105 - The Landing Site Map



- Road Centerlines
- BC Revenue Parcels
- Potential Wetlands

CROSSOVER

CROSSOVER

NEIGHBORS LN

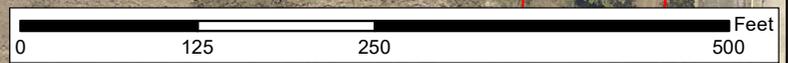
SUSHWY31

CROSSOVER

Subject Property

INDUSTRIAL BLVD

SUSHWY31





# City of Bay Minette

## Special Exception Application

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@ci.bay-minette.al.us

Office Use Only

SE - 2105

Fee: \$250

Paid:  Cash  Credit Card

Check - # \_\_\_\_\_

Are you the property owner?  Yes  No

(If you are not the property owner you must submit an Agent Authorization Form signed by the property owner)

Name: Halcy Beason Date: 10-24-21

Mailing Address: 2411 S US Hwy 31

City: Bay Minette State: AL Zip Code: 36507

Phone Number: 256 239 6380 Email: Halcyardella@gmail.com

### Site Information

Property Address: 2411 S US Hwy 31 Bay Minette AL 36507

or Property Location: \_\_\_\_\_

\*Parcel No.: 28-08-28-4-000-012.000 \*PPIN No.: 040862

\*Parcel or PPIN information must be completed

Current Zoning: R1

The purpose of this Special Exception is to allow:

An addition to our facility of approx 3000 sq ft  
Build 2 new large bedrooms, baths, and a great room  
for meetings & groups.

What grounds or conditions exist to warrant the approval of the Special Exception?

\*Special Exception ordinance excerpt and review criteria is included in packet

Based on the historic use of site - previously an assisted living  
facility, a college dorm for a few years, and is currently  
a recovery residence for women for the past 2 years

I, the undersigned applicant, understands that payment of these fees does not entitle me to approval of this Special Exception and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning regulations and understand that I must be present on the date of the meeting.

Halcy Beason 10-24-21  
Signature of Applicant (Owner of Property or Authorized Agent) Date

### Submittal Requirements

- Application
- Fee
- Agent Authorization Form (if applicant is not the owner)
- Complete Legal Description of Property
- Plot Plan or Survey - indicating any existing structures, proposed structures, and setbacks from property lines.

Version 1.3 - 8/14/2020