

Bay Minette Planning Commission

Regular Meeting Minutes

Minutes November 12, 2020

Monthly Meeting No. 11

The Bay Minette Planning Commission met in Regular Session on Thursday, November 12, 2020. The meeting was called to order at 8:03 a.m., by Chairman, Todd Stewart, 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:

Todd Stewart, Chairman
Scotty Langham, Commission Member
Neal Covington, Commission Member
Earl Emmons, Commission Member
William Taylor, Commission Member

Commission Members absent:

Jessica Davis, Commission Member
Robert A. "Bob" Wills, Mayor
Wynter Crook, Commission Member
Patrick Robinson, Building Official

Other persons in regular attendance:

Scotty Lewis, Attorney
Clair Dorrough, City Planner
Jessica Peed, Planning Assistant
Tammy Smith, City Administrator
Jason Padgett, NBU CEO General Manager
Steven Stewart, Bay Minette Fire Department

GUESTS Debra Mixson
Ronda Ballard
Patsy Johnson

INVOCATION Chairman Stewart gave the invocation, followed by the pledge.

Chairman Stewart introduces new Commission Members, Councilman William Taylor and Earl Emmons. Chairman Stewart asked Mrs. Dorrough to write a letter formally recognizing Mr. Biggs's dedication to the Planning Commission for the years he served and have Mayor Wills sign it.

ITEM 3.

Approval of Minutes of the September 10, 2020 meeting. As there was no business to conduct, the October 8, 2020 meeting was cancelled. Commission Member Langham made a motion to approve the September minutes as written. The motion was seconded by Commission Member Covington and it was unanimously carried.

Chairman Stewart addresses Mrs. Dorough in confirming that the Zoning Ordinance revisions were approved and adopted by City Council. Mrs. Dorough states the new Zoning Ordinances are now in effect, and the updated versions of the Ordinance have been uploaded to the website and copies were laid out on the tables so members' binders may be replaced with the newest versions. Chairman Stewart briefly reviews the recent ordinance changes with the newest Planning Commission members.

Steven Stewart joins the Planning Commission meeting at 8:10am.

ITEM 4.

Old Business:

a) AS-2015 – C. Wayne Scott Re-subdivision

Request: Re-subdivide 3 lots into 6 lots for single family residential lots

Location: The subject property is located on the south side of Hurricane Road and east of Old Daphne Road

Mrs. Dorough states Wayne Scott spoke with her on Tuesday 11/10/2020 regarding his newest proposal to decrease the lot division from the previously discussed 6 parcels, into only 3 parcels with 1 larger piece for commercial purposes. She also states David Diehl is working on a new survey. Chairman Stewart asks Mr. Padgett if the drainage would remain an issue with the newest proposal, to which Mr. Pagett states if the engineer certifies the survey, then all liability falls back to that engineer. Mr. Padgett also states NBU's Engineer Jeremy Sasser, who will start attending the Planning Commission meetings, is able to review drainage proposals and provide the Commission with any necessary revisions or feedback.

Chairman Stewart stated the agenda would need a revision to include this conversation.

ITEM 5.

New Business:

a.) AS-2024 – Barnett Property

Request: Subdivide one lot into two for a family division

Location: The subject property is located at 16400 C Daniels Road

Chairman Stewart introduces the request to subdivide one lot into two for a family division. Mrs. Dorough explains the property owner is now deceased, and the two daughters are requesting to split the property into two parcels. Chairman Stewart inquires if the applicants are present at the meeting or wish to speak, to which they both were in attendance but declined speaking. There was a discussion on the 30 ft. easement, setbacks, zoning and plat requirements to which all was in order. Chairman Stewart asked for any other questions or comments to which there were none. Commission Member Covington made a motion to authorize the Chairman to sign the plat. Commission Member Emmons seconded, and it was unanimously carried.

b.) 2021 Meeting Schedule

Chairman Stewart states the 2021 Planning Commission meeting schedule is attached. Mrs. Dorough explains the only change is the submission deadline for all applications will now have one deadline instead of multiple in order for the Planning Department to ensure all Public Hearing, Department comments and/or application review requirements are met, along with organizing all Staff Reports and Planning Commission packets.

Chairman Stewart inquires of an upcoming case on Red Hill Road. Mrs. Dorough states it will be a rezoning and a major subdivision. Chairman Stewart states Steven Stewart's role regarding hydrant location and fire access for subdivisions. Jason Padgett states if the properties are unzoned then a well is allowed. Mrs. Dorough states the properties are within Municipal limits, and regulations state any property located within city limits must acquire water/sewage connection. A brief discussion ensues on utility requirements and potential annexation concerns. Mr. Padgett inquired on the Red Hill property zoning and when it was annexed into municipal limits, and asked Mrs. Dorough to verify.

Chairman Stewart states no action needed to be taken regarding the new meeting schedule.

ITEM 6.

Reports:

A. Mayor/Council Report

- None

B. Attorney

- None

C. Commissioner

- None

D. Planning Staff

- None

Tammy Smith states the new City Council members, Matt Franklin and Pete Sellers, have now been sworn in.

ITEM 8. With no further business Chairman Stewart adjourned the meeting at 8:35 a.m.

DONE THIS THE 12TH DAY of NOVEMBER 2020



Todd Stewart, Chairman

ATTEST:



Jessica Peed, Planning Assistant