

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 Boeschen
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