



City of Bay Minette

Planning Commission

301 D'Olive Street · Bay Minette, Alabama 36507
Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

AGENDA

February 13, 2025

Regular Meeting

8:00 a.m.

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

- 1.) Call to Order
- 2.) Invocation and Pledge
- 3.) **Announcements & Registration to Address the Commission** *Before the meeting begins, Citizens wishing to speak must be signed in, notate they wish to speak and follow the Procedures for Addressing the Planning Commission.*
- 4.) **Approval of Minutes for the January 9, 2025, Regular Meeting**
- 5.) **Disclosure of Prior Communications and/or Conflicts of Interest**
- 6.) **Old Business**
 - a.) **Comprehensive Plan Draft Review**
- 7.) **New Business**
 - a.) **SP-25001, A&B Investment Property Site Plan**
Disclosure of Prior Communications and/or Conflict of Interest
Request: Site Plan Approval for New Construction of metal warehouse/storage building
Location: Two (2) parcels totaling 1.41± acres fronting S Hoyle and Stanmeyer
PINs: 62146 & 42209
 - b.) **RA-25001, Section 16.03.17 Political Signs Proposed Zoning Ordinance Amendment**
Disclosure of Prior Communications and/or Conflict of Interest
Request: Proposed Amendments to Sec. 16.03.17 Political Signs
 - c.) **Updates & Upcoming Cases**
- 8.) **Reports & Comments**
 - a.) **Mayor/Council/Administration**
 - b.) **Attorney**
 - c.) **Commissioners**
 - d.) **Planning Staff**
 - e.) **Citizen Comments**
- 9.) **Adjournment**

****Next Regular Meeting – March 13, 2025****



Bay Minette Planning Commission Regular Meeting Minutes

Minutes January 9, 2025

Monthly Meeting No. 1

The City of Bay Minette Planning Commission met in Regular Session on Thursday, January 9, 2025. The meeting was called to order at 8:02 a.m. by Chairman Todd Stewart, in the Council Chambers located in Bay Minette City Hall, at 301 D'Olive Street, Bay Minette, Alabama; this being the proper place, date and hour as advertised to hold such meeting.

IN ATTENDANCE At 8:00 a.m. the following members were present, and a quorum established

Todd Stewart, Chairman
Robert A. "Bob" Wills, Mayor
Rob Madison, Building Official/Commission Member
Ray Clark, Commission Member
William Taylor, City Council/Commission Member
Hiram Templeton, Commission Member
Neal Covington, Vice-Chairman
Earl Emmons, Commission Member
Jim Faulkner, Commission Member

Commission Members absent

None

Commission Members late

None

Other persons in regular attendance

Lauren Collinsworth, Attorney
Tammy Smith, City Administrator
Clair Dorough, City Planner
Steven Stewart, Fire Inspector
Tom Granger, City Engineer Consultant
Kristina Pittman, North Baldwin Chamber of Commerce
Paula Bonner, Planner Associate

GUESTS

Cathy Barnette, Representative for Old Towne Commons with Dewberry
Martha Ryan, The First Bank

INVOCATION Commission Member Templeton presented the invitation, followed by the pledge led by Councilman Taylor.

ITEM 3. Announcements/Registration to address the Commission
Mrs. Dorough introduced the new City Engineer Consultant, Tom Granger.

ITEM 4. Approval of the December 12, 2024, Regular Meeting Minutes
Commission Member Emmons made a motion to approve the December minutes as written. The motion was seconded by Commission Member Templeton and carried unanimously.

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

None

ITEM 6. Old Business
None

ITEM 7. New Business

a.) SD-25001, Old Towne Commons Master Plan Amendment 1

Mrs. Dorough presented the Master Plan Amendment Request for Z-24001//SD-24001, Old Towne Commons Planned Unit Development consisting of Five (5) parcels, PINs 92518, 222473, 31532, 83618, and 62828 totaling approximately 413.4± acres located along State Highway 59 with base zoning of R-3, Higher Density Single Family Residential District, R-4, High Density Multi-Family Residential District, and B-2, General Business District, followed by discussion of:

- The proposed addition of a third (3rd) access on State Highway 59.
- The reduction of proposed single-family lots from 827 lots to 764 lots.
- The proposed changes to the PUD Phases.
- The proposed amendment to the Master Plan, not to the Ordinance or PUD as the developer retains the right to the full development potential listed in the PUD even if the amendment request is approved.
- The density for the property zoned R-3, single-family residential which can be modified as long as the density does not deviate greater than 10% from the amount authorized in the original Master Plan and PUD.
- A public hearing is not required for a master plan amendment nor does it go before City Council.
- The proposed amendment is a result of the lot sizes preferred by potential builders.
- USPS Postmaster regulates the postal delivery types/locations, ALDOT regulates access to State Highway 59 and the Board of Education determines bus stops.
- The PUD documents specify that the developer will fully comply with Bay Minette Subdivision Regulations for multi-family units without any deviations or exceptions.

Mrs. Dorough reported the Staff Recommendation for Case SD-25001, Old Towne Commons Master Plan Amendment request be Approved.

With no further comments or questions Vice-Chairman Covington made a motion to Approve Case SD-25001, Master Plan Amendment Request, Commission Member Emmons seconded the motion. Commission Member Clark opposed; all other members voted aye. The motion for approval carried by a vote of seven (7) in favor to one (1) in opposition.

b.) Comprehensive Plan Draft Review

Mrs. Dorough presented the Comprehensive Plan Draft Version 1 followed by discussion between Planning Commission Members and Staff.

c.) Updates & Upcoming Cases

- A&B Investment and Development, LLC Property proposed lot combination and site plan review for T and M Heating and Air new commercial structure on Hoyle Avenue.
- Upcoming pre-application meeting for Blackfin Partners potential commercial subdivision and site plan for a convenience store/fuel pump/car wash at Rabun Road and Willie Cooper Road.
- Potential rezoning for daycare expansion on N. Dobson.

ITEM 8. Reports

- a.) Mayor/Council Report – Mayor Wills shared updates and construction timelines for Big Mike's Steakhouse and Cobblestone Hotel. There was discussion regarding upcoming construction around the square which includes renovations of the Courthouse, the District Attorney's Office and road closures

and conditions in the area. Mayor Wills also reported developer interest in the semi-vacant shopping center on D'Olive Street and the old skating rink on McMeans Avenue.

- b.) Attorney – None
- c.) Planning Staff – None
- d.) Public Comment – Mrs. Pittman reported on recent and upcoming Chamber events.

ITEM 9. With no further business, Chairman Stewart adjourned the meeting at 9:17 am.

DONE THIS THE 9TH DAY OF JANUARY 2025

Chairman, Todd Stewart

ATTEST:

Paula Bonner, Planner Associate

Motion Summary:

Item 4.) Approval of the December 12, 2024, Regular Meeting Minutes:

Commission Member Emmons made a motion to approve the December minutes as written. The motion was seconded by Commission Member Templeton and carried unanimously.

Item 7.) a.) SD-25001, Old Towne Commons Master Plan Amendment 1 Request

Vice-Chairman Covington made a motion to Approve Case SD-25001 Master Plan Amendment Request, Commission Member Emmons seconded the motion. Commission Member Clark opposed; all other members voted aye. The motion for approval carried by a vote of seven (7) in favor and one (1) in opposition.



City of Bay Minette

Planning & Development Services

Planning Commission - Site Plan Staff Report

Planning Commission Meeting Date: February 13, 2025

Case Number: SP-25001

APPLICATION SUMMARY

Project Name: T&M Heating & Air 50' x 100' Metal Building
Property Location: S Hoyle Street
Property PID/PPIN: 05-23-05-16-1-002-033.000 // 42209
Property PID/PPIN: 05-23-05-16-1-001-004.000 // 62146
Property Size: 1.41± acres combined

Requested Action: Site Plan Approval Request for New Metal Warehouse/Storage Building
Applicant/Owner: A&B Investments & Development, LLC
Engineer: Tensaw Engineering, LLC

Subject Property	Zoning	Existing Land Use
SP-25001	R-3	T&M Heating & Air Warehouse/Storage
Adjacent Property	Zoning	Existing Land Use
North	B-2, M-2	Housing Authority/Crenshaw Machine
South	R-3	Residential Single Family/Industrial
East	M-2	Crenshaw Machine/Industrial
West	R-3	Housing Authority/Residential Single Family

SITE AND REQUEST SYNOPSIS

The subject property consists of two parcels, PIN 42209 and PIN 62146, which were recently combined administratively as a common lot line reconfiguration (SD-24015) into one parcel. The combined parcels total approximately 61,347.5± square feet (1.41± acres) and are zoned R-3, Higher Density Single Family Residential District. The property is located on the west side of S. Hoyle Avenue with the rear of the parcel abutting Stanmyer Street. Across S. Hoyle Avenue to the east is Crenshaw Machine Systems, Inc. zoned M-2 General Industrial District. To the south are residential single-family uses, an industrial use zoned R-3, Higher Density Single Family Residential District, and a Car Dealership zoned B-2, General Business District. The property to the north is zoned B-2, General Business District and contains a mixture of vacant lots and uses and the Housing Authority of Bay Minette. The request is for Planning Commission Site Plan approval for the construction of a new metal warehouse/storage building. The proposed structure is a 50' x 100' metal building with a 25' x 20' lean-to on the rear and a 20' x 20' lean-to on one side totaling approximately 5,908.33 square feet. There is currently an existing warehouse/storage building and use onsite, which establishes the Grandfathered status of that use which has been in place since 1965.

ZONING DISTRICT AND TABLE OF PERMITTED USES

6.02.04 R-3, Higher Density Single Family Residential District

This district is intended to provide for a higher density of single-family structures on smaller lots than those allowed in the R-1 and R-2 districts. Duplexes will be allowed as a Special Exception.

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
Contractor's storage and yard for vehicles, equipment, materials and supplies: need not be enclosed within a structure but must be enclosed within a solid fence to screen view; chain link or similar open fence may be permitted if a screen planting adequate to obstruct the view is provided								R	R	R

5.02 Words and Terms Defined

NONCONFORMING USE. A use of land existing lawfully at the time of the enactment of this Ordinance, or at the time of a zoning amendment and which does not conform with the regulations of the district in which it is located.

7.18 NONCONFORMANCE

It is the intent of this Ordinance to recognize that the elimination of existing buildings and structures or uses that are not in conformance with the provisions of this Ordinance is as much a subject of health, safety and general welfare as is the prevention of the establishment of new uses that would violate the provisions of this Ordinance. It is the intent of this Ordinance to administer the elimination of nonconforming uses, buildings, and structures so as to avoid any unreasonable invasion of established private property rights. Any structure or use of land existing at the time of the enactment of this Ordinance and amendments thereto, not in conformity with its use regulations and provisions, may be continued subject to the following provisions:

7.18.02 Alterations

Any change in a non-conforming building site or yard area is subject to the following:

7.18.02.01 Any improvements, alterations, repairs or installation of new fixtures or equipment for an existing non-conforming structure may be accomplished by the owner of the structure upon obtaining the proper permits or applications from the City Planner and Building Official, provided that such improvements will bring into conformity, if possible, or that it will at least not increase, unnecessarily, the non-conformity and will in all other respects, meet the requirements of the district in which it is located.

7.19 Grandfather Clause

Any use of buildings or land existing on the date of adoption of this Ordinance and not in compliance with its provisions shall be allowed to continue as a nonconforming use. Any land development projects within the territorial and legal authority of this Ordinance, that are not located in a district designated for the intended use, may be permitted to continue provided that:

7.19.02 The project complies in other aspects with the requirements of this Ordinance for districts in which similar uses are permitted.

DEPARTMENT AND AGENCY COMMENTS

North Baldwin Utilities – No comments received.

Bay Minette Public Works – No comments received.

Bay Minette Police Department – No comments received.

Bay Minette Fire Department – No comments received.

Bay Minette Building Official – No comments received

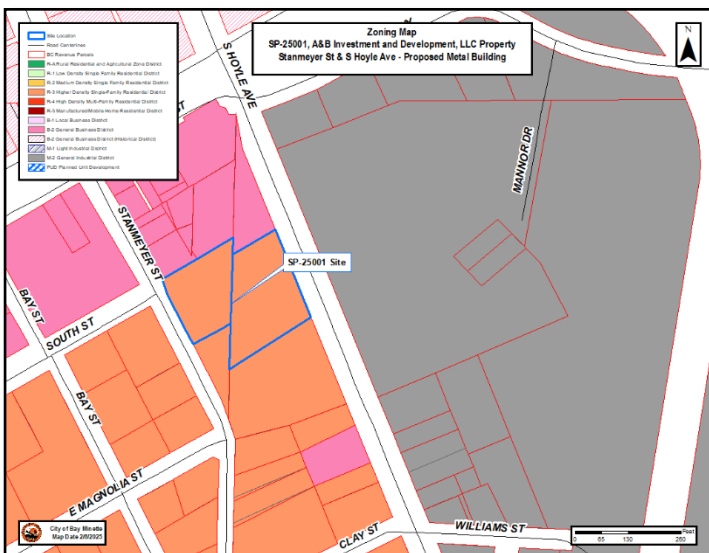
Baldwin County E-911 – N/A

ALDOT – N/A

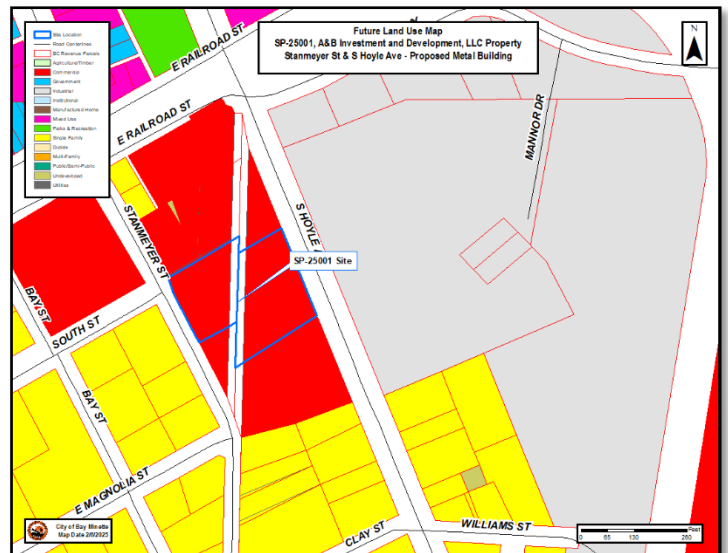
Bay Minette City Administration – No comments received

MAPPING

Zoning Map

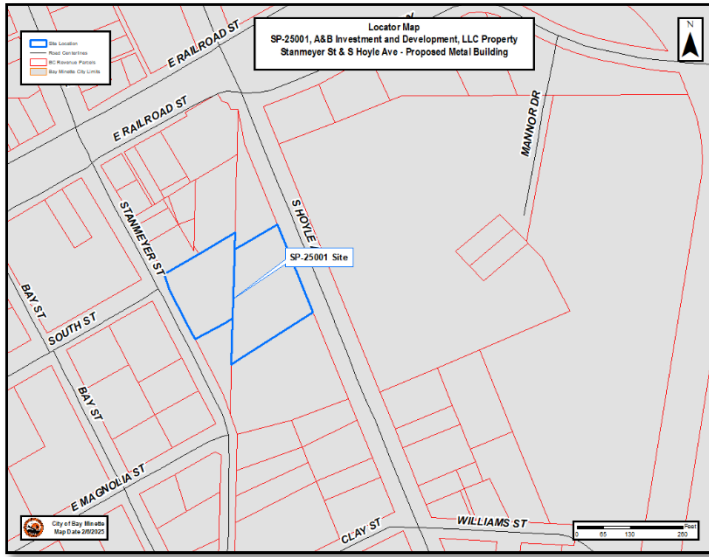


Future Land Use Map



Locator Map

Site Map



STAFF ANALYSIS

Site plan reviews shall be accomplished by the Planning Commission to assure compliance with the provisions of the *Zoning Ordinance* to ensure conformity with its purpose. The proposed project has been evaluated by staff against the criteria in accordance with *Section 8.09 Site Plan Approval*. It shall be the responsibility of the owner/developer to show (prove) compliance with the requirements of this Ordinance.

1.) *The density or intensity of land use to be allocated to all parts of the site together with tabulations by acreage and percentages thereof itemized by use and density.*

Site calculations with detailed information on the parcel surface areas and proposed improvements have been submitted by the applicant's engineering firm and included in Site Calculations below.

Submitted Calculations

Existing Impervious								
						Permeable Surface	Area (sq. ft.)	
EX Permeable N of Ditch	43955.437	EX Building	872.89		PARCEL Sq ft	61347.5	Existing Dirt / Grass Laydown Yard	43955.437
VEG S of Ditch	2802.88	EX Pavement	1319.91				Natural Vegetative Cover	2802.88
		EX Pavement	3332.85					
		EX Pavement	415.44					
Total PreDev Permeable	46758.317	70% Impervious	1750.777	2501.11			Total:	46758.317
		80% impervious	5065.856	6332.32				
		Ditch	1831.46					
							Impervious Surface	Area (sq. ft.)
							Ex. Buildings, concrete, etc	12757.723
							Conc Ditch	1831.46
							Total	14589.183
							Parcel Total Area (sq. ft.)	61347.5
		total	14589.18				Permeable Surface	46758.317
		new Building	0				Impervious Surface	14589.183
		new total	0					
area N of Ditch	56713.16						Percent	
Total Imperv Pre Development	12757.723							24% impervious
total Permeable N of Ditch	43955.437							76% permeable

Proposed Impervious							
					Permeable Surface	Area (sq. ft.)	
EX Permeable N of Ditch	46780.57	EX Building	872.89	PARCEL Sq ft	61347.5	Existing Dirt & Natural Veg. - N of Ditch	46780.57
VEG S of Ditch	2802.88	EX Pavement	1319.91			Natural Vegetative Cover - S of Ditch	2802.88
		EX Pavement	Gravel				
		EX Pavement	Gravel				
Total PreDev Permeable	49583.45	70% Impervious	Gravel			Total:	49583.45
		80% impervious	Gravel				
		Ditch	1831.46			Impervious Surface	Area (sq. ft.)
						Ex. Buildings, concrete, etc	9932.59
						Conc Ditch	1831.46
						Total	11764.05
						Parcel Total Area (sq. ft.)	61347.5
		total	4024.26			Permeable Surface	49583.45
		new Building	5908.33			Impervious Surface	11764.05
		new total	9932.59				
area N of Ditch	56713.16					Percent	
Total Imperv Pre Development	9932.59					19% impervious	
total Permeable N of Ditch	46780.57					81% permeable	
						5% gain of Permeable Surface from Pre-Development	

Site Calculations

For landscaping, no landscaping calculations were provided, and no new landscaping is proposed. A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space. Per submitted calculations the proposed Open Space/Natural Areas are approximately 49,573± square feet and approximately 80.82%± lot coverage.

SP-25001, T&M Heating & Air Site Calculations					
Subject Property Site Totals	61,348 ±ft ²		1.41 ± acres		
Site Use/Type	±Square Footage		Lot Coverage		Notes
Existing Structure(s)	873	±ft ²	1.42%		Existing Warehouse/Storage Building
Proposed Structure(s)	5,908	±ft ²	9.63%		Proposed New Warehouse/Storage Building
Total Building Coverage	6,781	±ft²	11.05%		
Existing Impervious Surface	14,589	±ft ²	23.78%		Per Applicant Engineer
Additional Impervious Surface	11,764	±ft ²	19.18%		Per Applicant Engineer
Total Impervious Surface	33,134	±ft²	54.01%		
TOTAL Required Landscaped Minimum	9,202	±ft²	15.00%		
TOTAL Existing Landscaped Area	0	±ft ²	0.00%		Unknown/Not Submitted
TOTAL Proposed Landscaped Area	0	±ft ²	0.00%		Unknown/Not Submitted
TOTAL Proposed Open Space/Natural Areas	49,583	±ft ²	80.82%		Natural Vegetative Cover
Required Front/Side Yard Landscaping	-	±ft²	5.00%		Not including parking areas
Existing Front/Side Yard Landscaping	-	±ft ²	0.00%		Unknown/Not Submitted
Proposed Front/Side Yard Landscaping	0	±ft ²	0.00%		Unknown/Not Submitted
Total Off-Street Parking Area	Unknown	±ft ²	0.00%		Unknown/Not Submitted
Required Parking Landscaped Minimum	Unknown	±ft²	10.00%		*10% of Total Off-Street Parking Area
Proposed Parking Landscaped Area*	0	±ft ²	0.00%		*Only landscaped areas ≥ 90ft ²
Total Landscaped/Open Space Provided	49,583	±ft²	80.82%		

2.) *The location, size and character of any common open space, commonly owned facilities and form of organization which will own and maintain any common open space and such facilities.*

Not applicable to this development.

3.) *The use and maximum height, bulk and location of all buildings and other structures to be located on the site.*

Use, height and area of proposed structure appear compliant. There is an existing 873 square foot warehouse/storage building onsite which is approximately 1.42% of the lot coverage. The proposed 5,908.33 square foot metal structure is approximately 9.63%. Both structures combined are approximately 6,781± square feet for a total lot coverage of approximately 11.05%.

The proposed height of the structure is approximately 16.1± feet, which is under the maximum height requirement of 35'.

4.) *The substance of covenants, grants of easements or other restrictions which will be imposed upon the use of the land, buildings and structures, including proposed easements or grants for public utilities or other purposes.*

Not applicable to this development.

5.) *The provisions for disposition of open space, including tree protection, landscaping provisions and buffering requirements.*

A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space. The existing site contains mostly open space/natural areas with an existing concrete drainage ditch running along the south of the property and natural vegetation growing along both the north and the south sides of the ditch. Per the submitted site plan and calculations, the existing vegetation along the ditch will remain.

a.) **Buffering:**

The subject property is adjacent to residential single-family uses to the south and across Stanmeyer Street zoned R-3, Housing Authority of Bay Minette property zoned B-2 to the north, and Crenshaw Machine Systems, Inc. across S. Hoye Avenue zoned M-2. Buffering is recommended for the residential single-family residential use across Stanmyer Street zoned R-3.

Buffer zone requirements shall be based on the proposed developing use and the existing abutting use, regardless of current is adjoining districts:

10.11.01(a) "Where a business district or use abuts any part of a residential district or use, a buffer zone of 10 (ten) feet wide shall be required."

10.11.01(e) "The buffer shall run the entire length of the abutting lot line(s) and shall be maintained in such a manner as to accomplish its purpose continually. Under no circumstances shall this buffer impair vehicular flow and shall be part of the yard requirements."

10.11.02(a) "Wall or Fence. If a wall or fence is provided as a protection buffer, it shall be six (6) feet high and of a construction and a design approved by the Planning Commission. Said wall or fence shall be maintained in good repair by the owners of the property."

b.) **Open Space & Landscape Provisions // General:**

A minimum of 15% total lot area must be landscaped or maintained as open green space. Per submitted calculations the site area total of the subject property is approximately 61,348± square feet. 15% of that total lot area is approximately 9,202± square feet.

c.) **Tree Protection Zone / Removal / Replacement:**

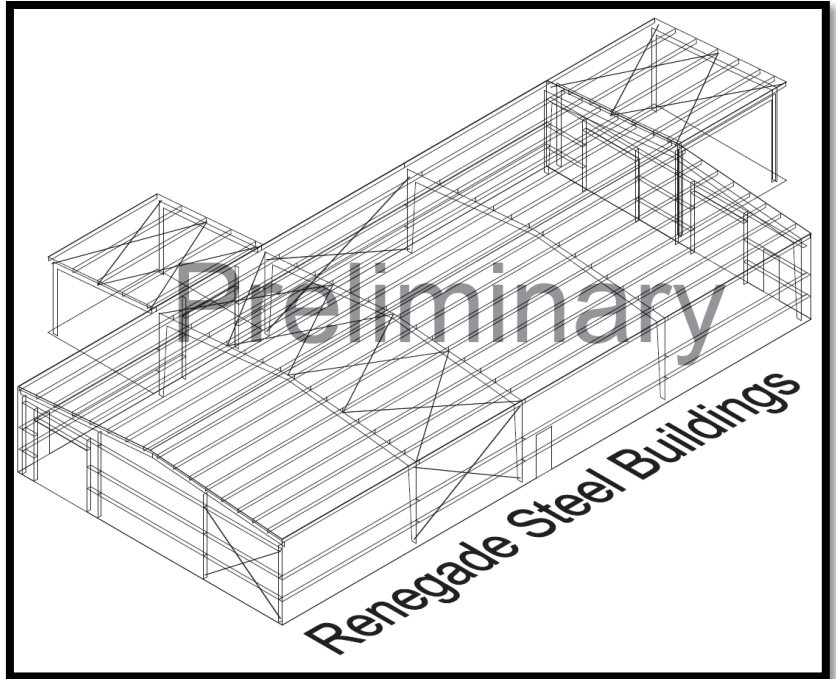
Not applicable to this development, no trees are proposed for removal.

d.) **Greenbelt Zone:**

Not applicable to this development, subject property is not located within the Greenbelt Zone.

e.) **Landscape Provisions // Off-Street Parking:**

There was no information submitted regarding existing or proposed parking.



6.) *In the case of plans which call for development over a period of years, a schedule showing the proposed times within which applications for building permits are intended to be filed.*

Not applicable to this development.

7.) *Where required by the Alabama Department of Transportation ("ALDOT"), the Building Official shall be provided proof that the applicant has submitted a driveway permit application to ALDOT. In the event that any type of traffic study is required by the ALDOT, copies thereof shall be provided to the Building Official.*

Not applicable to this development.

8.) *Front and side architectural elevations.*

Section 8.06 Metal Buildings is not applicable to this development as the subject property is not located along the right-of-way of Alabama Highway 59, Highway 31 or Hand Avenue north of Highway 31 to McMeans Avenue, Highway 138, or State Highway 287 and D'Olive Street.

9.) *The location and size of all signs to be located on the site. In the event that a sign is pre-existing and fails to conform to the requirements as set forth in this ordinance, site plan approval will be granted only under the condition that all signs will comply with the regulations as set forth in the sign ordinance.*

Current submittals do not include proposals for new or altered signage, however, signage will require a Sign Permit prior to construction/installation and staff will review for compliance with the full sign ordinance at that time.

10.) *Landscape plans.*

As noted above, no landscaping calculations were provided, and no new landscaping is proposed. A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space. Submitted calculations include approximately 49,583± square feet of open space/natural areas which is approximately 80.82% of the site.

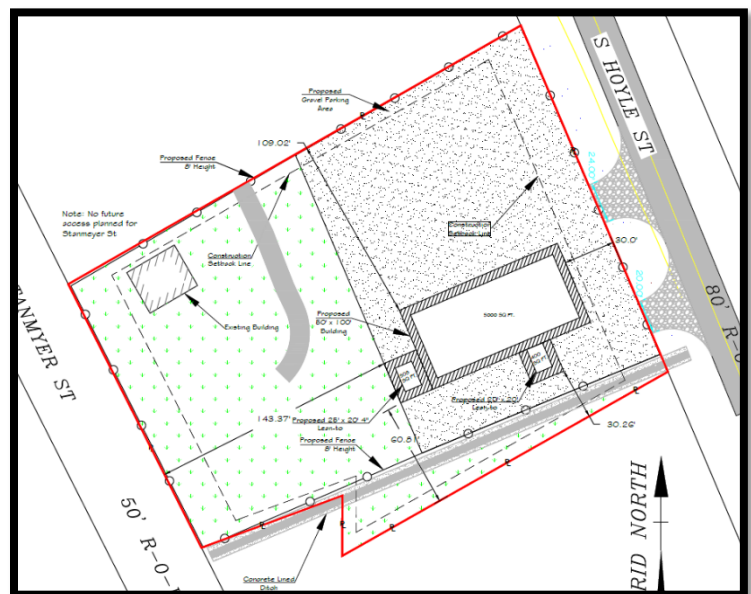
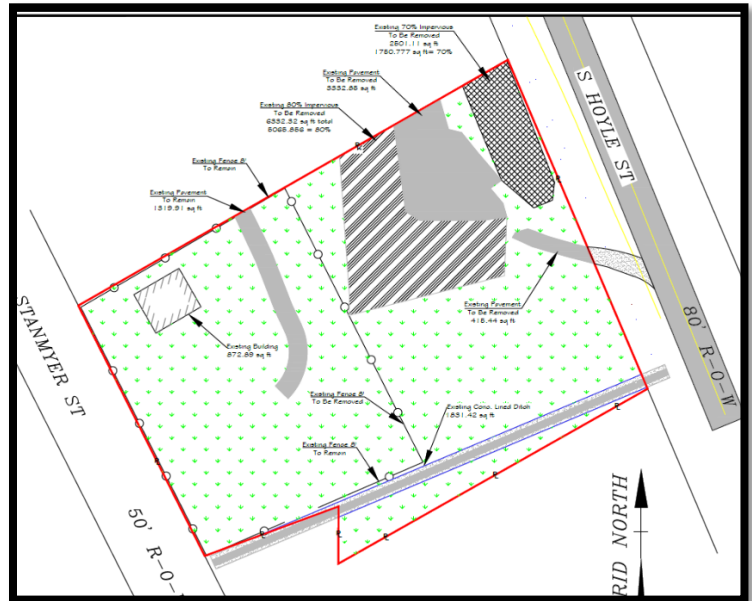
11.) *Any additional data, plans or specifications which the applicant or the City believes is pertinent and which will assist in clarifying the application including, but not limited to plans for screening, lighting and space, surface drainage, erosion and sediment control, water and sewer connections, landscaping, and signs.*

a.) **Structure Location/Setbacks:**

The proposed structure is within the required setbacks for R-3, which are 30' front (S Hoyle Avenue is a Major Collector), 30' in the rear (Stanmeyer Street), and 10' on each side.

b.) **Off-Street Parking:**

As noted above, there was no information submitted regarding existing or proposed parking. Due to the established grandfathered status of the existing/proposed use as storage and the proposed gravel area for existing employee parking the site appears to be adequate.



STAFF RECOMMENDATION

Overall, the proposed structure appears to be generally compatible with the intent of the Zoning Ordinance with minor impacts on the site. The new metal warehouse/storage building is proposed to be approximately 9,508 square feet covering approximately 9.63% of the lot area. The existing grandfathered use of warehouse/storage which has been in place since 1965 is considered a “Contractor’s storage and yard for vehicles, equipment, materials and supplies”. The proposed new warehouse/storage building is consistent with the existing grandfathered use. Based on the submitted information and the analysis above, Staff recommends that the proposed site plan approval request for a new metal warehouse/storage building be *Approved*.

PLANNING COMMISSION ACTION

For Site Plan Approval, no public hearing is required.

The Planning Commission makes the final decision and has the option to:

- Approve the Site Plan as presented
- Approve the Site Plan with conditions, stating the conditions required
- Deny the Site Plan, with stated factors for the denial
- Table the Site Plan Request, due to lack of information

Upon approval of the site plan, either as submitted or with changes and/or special conditions required by the Planning Commission, the Building Official may issue a building permit for a portion or all of the proposed development; provided that the application is in compliance with all applicable City, County, State and Federal requirements.

8.09.10.04 Site Plan requests that are tabled, will not receive further review by the Planning Commission until all additional information requested has been received and reviewed for compliance by the Planning Department.

8.09.10.05 Site Plan requests that are denied will not receive further review by the Planning Commission until all noted deficiencies have been addressed and revised documentation received and reviewed for compliance by the Planning Department.

8.09.10.06 Any resubmittals, revisions, additional information or permit applications related to the application must be received within 180 days from the date of Planning Commission action, or a new Site Plan Application will be required. One request for Site Plan Approval Extension of up to 180 days will be reviewed administratively.



City of Bay Minette

Site Plan Review Application

301 D'Olive Street · Bay Minette, Alabama 36507
Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

Office Use Only	
Case No.:	_____
Fee: \$500.00	
Paid:	<input type="checkbox"/> Cash <input type="checkbox"/> Check
	<input type="checkbox"/> Credit Card

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)

Applicant Name: A & B Investments & Development LLC (Mack Byrd) Date: 01/28/2025

Mailing Address: 11333 County road 138

City: Bay Minette State: AL Zip Code: 36507

Phone Number: 251-379-8635 Email: Mack@tandmair.com

Site Information

Property Address: _____

or Property Location: Hoyle Ave

*Parcel No.: 23-05-16-1-001-004.00 & 23-05-16-1-002-033.000 *PPIN No.: 62146 & 42209

**Parcel or PPIN information must be completed*

Request: Build a 50x100 new metal building for T & M Heating & Air warehouse & shop

I, the undersigned, do hereby request the City of Bay Minette Planning Commission to grant a Site Plan Review for the location to determine if it meets the regulations of the **Zoning Ordinance** for the reason(s) stated above. I understand and authorize City Staff to conduct site visits, as needed in relation to this request.

Mack Byrd

Digitally signed by Mack Byrd
Date: 2025.01.29 08:33:44 -0600

Signature of Applicant (Owner of Property of Authorized Agent) _____ Date _____

Submittal Requirements

- _____ Application
- _____ Fee paid in full
- _____ 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
- _____ Submittal Requirements listed in 8.9 Site Plan, as applicable

SP-25001
Large Format Plans Submitted
Under Separate Cover

See Exhibit A



City of Bay Minette

Planning & Development Services

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

NOTICE OF PUBLIC HEARINGS

Case No. RA-25001, Proposed Zoning Ordinance Regulation Amendment Related to Section 16.03.17 Political Signs

Notice is hereby given that the City of Bay Minette Planning Commission and City Council will each conduct a public hearing concerning RA-25001, Proposed Zoning Ordinance Amendment related to Section 16.03.17 Political Signs.

The Bay Minette **Planning Commission** will conduct the first public hearing during its regularly scheduled meeting on **Thursday, February 13, 2025** beginning at 8:00 a.m. in the Council Chambers of Bay Minette City Hall located at 301 D'Olive Street, Bay Minette, AL 36507.

The Bay Minette **City Council** will conduct a second public hearing and first reading during its regularly scheduled meeting on **Tuesday, February 18** beginning at 6:00 p.m. in the Council Chambers of Bay Minette City Hall located at 301 D'Olive Street, Bay Minette, AL 36507. The second reading of the regulation amendment is scheduled during its regularly scheduled meeting on **Monday, March 3, 2025** beginning at 6:00 p.m., also in the Council Chambers of Bay Minette City Hall.

The proposed regulation amendment materials will be available for public review at Bay Minette City Hall and on the Planning & Development Department website (cityofbayminetteal.gov). If you desire to speak with someone by telephone about this amendment, please contact Planning & Development Services at (251) 580-1650. If you desire to submit comments, please email to COBM_Planning@cityofbayminetteal.gov or address your correspondence to:

City of Bay Minette Planning & Development Services
301 D'Olive Street
Bay Minette, AL 36507

Please include the case number noted above in all correspondence. If you desire to address the Planning Commission or City Council in person about this amendment, please attend the public hearings on the dates, times and location listed above.

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or those requiring language translation services should contact Planning & Development Services.

Notice Date – January 27, 2025

**RA-25001, Proposed Amendment to the Zoning Ordinance Section 16.03.17
Political Signs
Version 1 as Presented to the Planning Commission on February 13, 2025**

CURRENT VERSION

ARTICLE 16. SIGNS

16.03.17 Political Signs

Political signs are subject to the following requirements:

- 16.03.17.01** Political signs shall not be erected earlier than sixty (60) days prior to the primary election date and must be removed within seven (7) days after the election. In the event of a run-off election, the signs of the run-off candidates may be maintained until the date of the run-off election and must be removed within seven (7) days after the official election date. However, signs belonging to successful primary candidates may remain in place for the general election and must be removed within seven (7) days after the official election date.
- 16.03.17.02** Political signs are limited in size to no more than thirty-two (32) square feet.
- 16.03.17.03** Such signs are confined wholly to placement on private property.
- 16.03.17.04** Pursuant to *Section 21-3-6 of the Code of Alabama*, it is unlawful to erect or display political signs on any property owned or controlled by the City of Bay Minette or on School Board property. This shall include public rights-of-way, trees, light poles, sidewalks, streets, benches, fire hydrants, public parks or playgrounds, libraries, fire stations, City Hall, and schools.
- 16.03.17.05** The regulations of this Section do not prohibit the purchase of advertising space on permitted advertising signs in addition to the signs permitted by this Section.
- 16.03.17.06** It is the candidates' responsibility to ensure that the volunteers and sign contractors who distribute and erect political signs during an election are doing so in compliance with this regulation. Candidates will be held responsible for violations.

PROPOSED REDLINE VERSION

ARTICLE 16. SIGNS

16.03.17 Political Signs

Political signs are subject to the following requirements:

16.03.17.01 Political signs shall not be erected earlier than sixty (60) days prior to the primary election date and must be removed within seven (7) days after the election. In the event of a run-off election, the signs of the run-off candidates may be maintained until the date of the run-off election and must be removed within seven (7) days after the official election date. However, signs belonging to successful primary candidates may remain in place for the general election and must be removed within seven (7) days after the official election date.

16.03.17.02 Political signs are limited in size to no more than thirty-two (32) square feet.

16.03.17.03 Such signs are confined wholly to placement on private property.

16.03.17.04 [Public Rights-of-Way and Public Property](#)

~~Pursuant to Section 21-3-6 of the Code of Alabama, it is~~ unlawful to erect or display political signs on any property owned or controlled by the City of Bay Minette or on ~~School Board Baldwin County Board of Education~~ property. This shall include public rights-of-way, trees, light poles, sidewalks, streets, benches, fire hydrants, public parks or playgrounds, libraries, fire stations, City Hall, and schools.

[Pursuant to Section 23-1-6 of the Code of Alabama, signs, markers and advertising on the rights-of-ways of state controlled highways are prohibited except those official signs or markers placed thereon by the State Department of Transportation or under its authority.](#)

[Pursuant to Section 45-2-180.20 of the Code of Alabama, signs, markers and advertising pertaining to political campaigns, on the rights-of-ways of state and county controlled highways are prohibited in Baldwin County except those official signs or markers placed thereon by the State Department of Transportation or by Baldwin County or under the authority of either governmental entity. No sign, marker, or political poster may be attached to any official sign or marker placed by the State Department of Transportation or by Baldwin County or on any utility pole or tree on the right of ways of a state or county.](#)

16.03.17.05 The regulations of this Section do not prohibit the purchase of advertising space on permitted advertising signs in addition to the signs permitted by this Section.

16.03.17.06 It is the candidates' responsibility to ensure that the volunteers and sign contractors who distribute and erect political signs during an election are doing so in compliance with this regulation. Candidates will be held responsible for violations.

PROPOSED CLEAN VERSION

ARTICLE 16. SIGNS

16.03.17 Political Signs

Political signs are subject to the following requirements:

16.03.17.01 Political signs shall not be erected earlier than sixty (60) days prior to the primary election date and must be removed within seven (7) days after the election. In the event of a run-off election, the signs of the run-off candidates may be maintained until the date of the run-off election and must be removed within seven (7) days after the official election date. However, signs belonging to successful primary candidates may remain in place for the general election and must be removed within seven (7) days after the official election date.

16.03.17.02 Political signs are limited in size to no more than thirty-two (32) square feet.

16.03.17.03 Such signs are confined wholly to placement on private property.

16.03.17.04 Public Rights-of-Way and Public Property

It is unlawful to erect or display political signs on any property owned or controlled by the City of Bay Minette or on Baldwin County Board of Education property. This shall include public rights-of-way, trees, light poles, sidewalks, streets, benches, fire hydrants, public parks or playgrounds, libraries, fire stations, City Hall, and schools.

Pursuant to Section 23-1-6 of the *Code of Alabama*, signs, markers and advertising on the rights-of-ways of state controlled highways are prohibited except those official signs or markers placed thereon by the State Department of Transportation or under its authority.

Pursuant to Section 45-2-180.20 of the *Code of Alabama*, signs, markers and advertising pertaining to political campaigns, on the rights-of-ways of state and county controlled highways are prohibited in Baldwin County except those official signs or markers placed thereon by the State Department of Transportation or by Baldwin County or under the authority of either governmental entity. No sign, marker, or political poster may be attached to any official sign or marker placed by the State Department of Transportation or by Baldwin County or on any utility pole or tree on the right of ways of a state or county.

16.03.17.05 The regulations of this Section do not prohibit the purchase of advertising space on permitted advertising signs in addition to the signs permitted by this Section.

16.03.17.06 It is the candidates' responsibility to ensure that the volunteers and sign contractors who distribute and erect political signs during an election are doing so in compliance with this regulation. Candidates will be held responsible for violations.