

STATE OF ALABAMA  
COUNTY OF BALDWIN

ORDINANCE 1004

BALDWIN COUNTY, ALABAMA  
HARRY D'OLIVE, JR. PROBATE JUDGE  
Filed/cert. 6/27/2022 9:49 AM  
TOTAL \$ 19.00  
3 Pages

2007557



AN ORDINANCE OF THE CITY COUNCIL OF BAY MINETTE, REGARDING  
**The Planning & Development Services Department Fee Schedule;**

**WHEREAS**, The City of Bay Minette (the "City") is hereby adopting Ordinance 1004 as authorized pursuant to Section 11-45-8 of the *Code of Alabama (1975)*; and

**WHEREAS**, The City Council recognizes specific authority in Section 11-45-1 of the *Code of Alabama (1975)* and Title 11, Chapter 52, Articles 1-4 of the *Code of Alabama (1975)*; and

**WHEREAS**, The City of Bay Minette Ordinance Number 992, as amended, establishes specific zoning and land use criteria for the City in the *Zoning Ordinance of the City of Bay Minette*; and

**WHEREAS**, The Mayor and City Council have determined that establishing a fee schedule is necessary to defray the costs of providing services rendered in the administration of the ordinances, resolutions, rules, regulations or procedures adopted pursuant to authorities granted by the *Code of Alabama (1975)*; and

**WHEREAS**, The Planning Commission of the City of Bay Minette, in a regularly scheduled public meeting on April 14, 2022, voted to recommend to the City Council approval of the Planning & Development Services Fee Schedule; and

**WHEREAS**, In accordance with Section 11-45-8 of the *Code of Alabama (1975)*, upon 15 or more days' notice of the time, place and purpose of the public hearing, the City Council of Bay Minette held a public hearing on May 16, 2022.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAY MINETTE, ALABAMA, IN REGULAR MEETING ASSEMBLED, AS FOLLOWS:**

**SECTION I:** The attached Planning & Development Services Department Fee Schedule is hereby adopted until repealed.

**SECTION II:** Any ordinance or resolution heretofore adopted by the Council which is in conflict with this Ordinance is hereby repealed to the extent of such conflict.

**SECTION III:** The provisions of this Ordinance are severable. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

**SECTION IV:** This Ordinance shall be in full force and effect upon its adoption by the City Council of the City of Bay Minette and publication as required by law.

**FURTHER, BE IT RESOLVED AND ORDAINED, BY THE CITY COUNCIL OF BAY MINETTE, ALABAMA IN REGULAR MEETING ASSEMBLED**, in the interest of public health, safety and welfare of the general public, determined that Ordinance 1004, the Planning & Development Services Department Fee Schedule, is hereby **ADOPTED AND IMPLEMENTED.**

Done this the 6<sup>th</sup> day of June, 2022.

Robert A. Wills, Mayor  
City of Bay Minette, Alabama

ATTEST:




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Rita Diedrich, City Clerk

I, the undersigned qualified and acting Clerk of the City of Bay Minette, Alabama, do hereby certify that the above and foregoing is a true copy of an Ordinance lawfully passed and adopted by the Bay Minette City Council, at a regular meeting of such council, held on the 6<sup>th</sup> day of June, 2022 and that said Ordinance is on file in the office of the Bay Minette City Clerk.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Bay Minette, on this the 6<sup>th</sup> day of June, 2022.



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Rita Diedrich  
City Clerk

Prepared by:  
Clair Dorough  
City of Bay Minette  
City Planner

City of Bay Minette Planning & Zoning Fees Adopted 6/22/2022 by Ordinance 1004 Application Fees to defray the cost of services provided	
Application Type	Application Fee
Land Use Certificate - Residential Dwelling New Construction, Additions, Alterations, Repairs or Renovation of Residential Dwellings, including Single-Family and Two-Family (duplex) dwelling units.	\$25 per dwelling unit*
Land Use Certificate - Residential Accessory New Construction or Renovation of Accessory Structures, including carports, garages, pools, decks, storage sheds	\$25 per structure*
Land Use Certificate - Pre-Manufactured Carport For any detached carport manufactured or constructed off-site and delivered for assembly and/or installation	\$75 per structure*
Land Use Certificate - Fencing/Screening New Construction, Installation or Renovation of Residential, Commercial or Industrial Fencing or Screening	Residential: \$25* Commercial/Industrial: \$50 application fee plus \$1.00 per linear foot*
Land Use Certificate - Commercial and Industrial Change of Use/Occupancy, New Construction, Additions, Alterations, Repairs or Renovation of Commercial or Industrial structures	\$50 per 1,000 gross sq. foot floor area or fraction thereof with a maximum fee of \$1,000 per structure*
Land Use Certificate - Home Occupation	\$25 per occupation*
Land Use Certificate - Signage - Permanent New Construction, Alteration, Re-fac-ing, Repair or Renovation of building signage or freestanding signage	\$25.00 plus \$2.00 per sq. foot of display area, rounded to next whole sq. ft.*
Land Use Certificate - Signage - Commercial Banner/Wind Sign	\$25.00 per banner, 4 maximum banners per year*
<i>*Land Use Application Fee doubled if Land Use is not obtained</i>	
<b>Planning Commission</b>	
Rezoning	\$300.00
Site Plan Approval	\$300.00
Planning Commission Use Approval	\$250.00
<b>Board of Adjustment</b>	
Variance	\$250.00
Special Exception	\$250.00
Administrative Appeal	\$250.00
<b>Annexation</b>	
Annexation - R-1 Zoning:	\$100.00 + cost of public notice
Annexation - with Zoning Petition	\$250.00 + cost of public notice
Deannexation	\$100.00 + cost of public notice
<b>Subdivision</b>	
Exempt Subdivision	\$200.00 + \$10 per lot
Administrative Subdivision	\$200.00 + \$10 per lot
Sketch Plan	\$100.00
Minor Subdivision	\$250 + \$10 per lot + \$10 per certified letter
Preliminary Subdivision Plat for Major Subdivisions	\$400 + \$10 per lot + \$10 per certified letter
Final Subdivision Plat for Major Subdivisions	\$250.00
Request for Subdivision Extensions	\$250 per request
Request for Extension of Reversionary Period	\$250.00
Extensive Plat Amendments	\$250.00
Site Plan Renewal/Extension Fee	\$200.00
<b>Roads and Right-of-Way</b>	
Right-Of-Way Permit	No Fee
New Road Name Application Fee	\$100.00 plus the cost of signage
Road Name Change Application Fee	\$100.00 plus the cost of public notice and signage
Request to Vacate ROW/Alley/Easement	\$100.00 plus the cost of public notice
Traffic Calming Measures	No Fee
<b>Miscellaneous</b>	
Community Banner Application	No Fee
Zoning / Jurisdiction Verification	No Fee
Assessment Letter	\$50.00
Printed Copy of Zoning Ordinance or Regulations	\$35 per copy
Public Records Request	\$25 per hour of research, 1-hour minimum plus cost of copies
Large Format Scanning	\$10 per page
Large Format Copy/Printing	\$10 per square foot
Custom Map Generation & Printing Fee	\$50 per hour, 1-hour minimum plus printing costs
8.5"x11" Paper Size	\$7.00
11"x17" Paper Size	\$14.00
18"x24" Paper Size	\$30.00
24"x36" Paper Size	\$60.00
36"x48" Paper Size	\$120.00
36"x60" Paper Size	\$150.00