



Bay Minette Planning Commission Regular Meeting Minutes

Minutes April 9, 2026

Monthly Meeting No. 4

The City of Bay Minette Planning Commission met in Regular Session on Thursday, April 9, 2026. The meeting was called to order at 8:00 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
Josh Brown, Mayor
Chris Norman, City Council/Commission Member
Rob Madison, Building Official/Commission Member
Earl Emmons, Commission Member
Sara Davis, Commission Member
Kate Harrison, Commission Member

Commission Members absent

Neal Covington, Vice-Chairman
Hiram Templeton, Commission Member
Johnny (Ace) Franklin, Commission Member
Jim Faulkner, Commission Member

Commission Members late

None

Other persons in regular attendance

Clair Dorough, City Planner
Jessica Powers, Finance Director
Steven Stewart, Fire Inspector
Tom Granger, Piller, LLC
Lauren Collinsworth, Attorney
Haley Kern, Community Relations Director
Jackie Costello, Planning Clerk
Paula Bonner, Planner Associate
Kristina Pittman, North Baldwin Chamber of Commerce

Guests

Steve Edmond, Woodlands Group, LLC
Karmen Still

INVOCATION Mayor Brown presented the invocation, followed by the pledge.

ITEM 3. Announcements/Registration to address the Commission
Chairman Stewart introduced Jackie Costello, the new City of Bay Minette Planning Clerk.

ITEM 4. Approval of the Meeting Minutes

a.) **Approval of the February 12, 2026 Corrected Regular Meeting Minutes**

Councilman Emmons made a motion to approve the corrected February minutes as written. The motion was seconded by Mayor Brown and carried unanimously.

b.) **Approval of the March 12, 2026 Regular Meeting Minutes**

Mrs. Davis made a motion to approve the March minutes as written. The motion was seconded by Ms. Harrison and carried unanimously.

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

Chairman Stewart explained the requirement for disclosure of any prior communications and/or conflicts of interest.

ITEM 6. **Old Business**

None

ITEM 7. **New Business**

a.) **SD-26002, Ensured Quality Management, LLC Property Minor Two (2) Lot Subdivision Final Plat**

Mrs. Bonner presented the Minor Two (2) Lot Subdivision Final Plat Approval request for approximately 0.50± acres located at the southwest intersection of Newport Parkway and Sowell Avenue, zoned R-3 (Higher Density Single-Family Residential District). The proposal is to subdivide one (1) existing parcel (PIN 22410) into two (2) parcels, resulting in Lot 1 containing approximately 10,927± square feet (0.25± acres) and Lot 2 containing approximately 10,927± square feet (0.25± acres). The original parcel consisted of six (6) 25-foot lots of record in the Powell Heights Addition: Lots 1, 3, 5, 7, 9, and 11 Block 2.

Mrs. Bonner reported for SD-26002, Ensured Quality Management, LLC property Minor Two (2) Lot Subdivision, staff recommendation is approval.

Chairman Stewart opened the Public Hearing for Case Item 7 (a.) SD-26002, Minor Two (2) Lot Subdivision Final Plat Approval Request at 8:08 a.m.

Public Comments:

There were no public comments.

Chairman Stewart closed the Public Hearing for Case Item 7 (a.) SD-26002, Minor Two (2) Lot Subdivision Final Plat Approval Request at 8:09 a.m.

With no further discussion, Mrs. Davis made a motion to approve Case SD-26002, Minor Two (2) Lot Subdivision Final Plat Approval request as presented. The motion was seconded by Councilman Norman and carried with six (6) affirmative votes and zero (0) opposing votes.

b.) **RA-26001, Proposed Zoning Ordinance Regulation Amendment Related to Article 12, Stormwater Management and Erosion Control**

Mrs. Dorough presented the proposed amendments to the Zoning Ordinance Regulation related to Article 12, Stormwater Management and Erosion Control

Chairman Stewart opened the Public Hearing for Case Item 7 (b.) RA-26001, Proposed Zoning Ordinance Regulation Amendments at 8:16 a.m.

Public Comments:

There were no public comments.

Chairman Stewart closed the Public Hearing for Case Item 7 (b.) RA-26001, Proposed Zoning Ordinance Regulation Amendments at 8:16 a.m.

With no further discussion, Councilman Norman made a motion to recommend that City Council approve Case RA-26001, Proposed Zoning Ordinance Regulation Amendments. The motion was seconded by Mayor Brown and carried with six (6) affirmative votes and zero (0) opposing votes.

c.) **Updates & Upcoming Cases**

- Mrs. Dorough reported that the May 14 Planning Commission meeting is the annual meeting, during which the Chairman and Vice-Chairman will be elected.

- Mrs. Dorough also reported that, should the City Council approve RA-26001, Ordinance 1067 for stormwater amendments to the Subdivision Regulations, will be reviewed at the May Planning Commission meeting, and a public hearing at the June Planning Commission meeting.

ITEM 8.

Reports & Comments

a.) Mayor/Council Report

Mayor Brown reported the following with some discussion:

- An update on the McMeans Project.
- GIS Mapping, inventory, assessment and online capability discussions.
- An update on the City Park.
- The opening of Big Mike's.
- The opening of Miller's Barbeque.
- The new ice cream shop.
- The pickleball court.

b.) Attorney

None

c.) Commission Members

None

d.) City Engineer Consultant Report

None

e.) City Staff

None

f.) Public Comments

Mrs. Pittman with North Baldwin Chamber of Commerce gave an update on recent and upcoming Chamber events.

ITEM 10.

Adjournment

With no further business, Chairman Stewart adjourned the meeting at 8:24 a.m. The next regular Planning Commission Meeting is scheduled for May 14, 2026.

DONE THIS THE 9th DAY OF APRIL 2026

Chairman, Todd Stewart

ATTEST:

Paula Bonner, Planner Associate

Motion Summary:

Item 4. (a)

Approval of the February 12, 2026 Corrected Regular Meeting Minutes

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Item 4. (b)

Approval of the March 12, 2026 Regular Meeting Minutes

Mrs. Davis made a motion to approve the March minutes as written. The motion was seconded by Ms. Harrison and carried unanimously.

Item 7. (a)

SD-26002, Ensured Quality Management, LLC Property Minor Two (2) Lot Subdivision Final Plat

Mrs. Davis made a motion to approve Case SD-26002, Minor Two (2) Lot Subdivision Final Plat Approval request as presented. The motion was seconded by Councilman Norman and carried with six (6) affirmative votes and zero (0) opposing votes.

Item 7. (b)

RA-26001, Proposed Zoning Ordinance Regulation Amendment Related to Article 12, Stormwater Management and Erosion Control

Councilman Norman made a motion to recommend that City Council approve Case RA-26001, Proposed Zoning Ordinance Regulation Amendments. The motion was seconded by Mayor Brown and carried with six (6) affirmative votes and zero (0) opposing votes.