



ORDINANCE 1018

AN ORDINANCE OF THE CITY COUNCIL OF BAY MINETTE, REGARDING
The Planning & Zoning Administrative Fee Schedule;

WHEREAS, The City of Bay Minette (the "City") is hereby adopting Ordinance 1018 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 December 8, 2022 voted to recommend to the City Council approval of the Planning & Zoning Administrative 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 December 19, 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SECTION I: The attached Planning & Zoning Administrative Fee Schedule is hereby adopted until repealed.

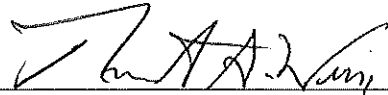
SECTION II: Any ordinance or resolution heretofore adopted by the Council which is in conflict with this Ordinance is hereby repealed to the extent of such conflict.

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.

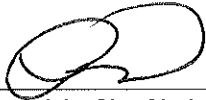
FURTHER, BE IT RESOLVED AND ORDAINED, BY THE CITY COUNCIL OF BAY MINETTE, ALABAMA IN REGULAR MEETING ASSEMBLED, in the interest of public health, safety and welfare of the general public, determined that Ordinance 1018, the Planning & Zoning Administrative Fee Schedule, is hereby **ADOPTED AND IMPLEMENTED**.

Done this the 3rd day of January, 2023.



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

ATTEST:



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 3rd day of January, 2023 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 3rd day of January, 2023.



Rita Diedrich
City Clerk

Prepared by:
Clair Dorough, City Planner

City of Bay Minette Planning & Zoning Fees ORDINANCE 1018 Administrative Fee Schedule Application Fees to defray the cost of services provided		
Application Type	CURRENT Fee	PROPOSED 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*	\$50 per structure
Land Use Certificate - Residential Accessory New Construction or Renovation of Accessory Structures, including carports, garages, pools, decks, storage sheds	\$25 per structure*	\$50 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*	\$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*	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*	\$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*	\$50 per occupation*
Land Use Certificate - Signage - Permanent New Construction, Alteration, Re-facing, 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.*	\$50.00 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*	\$25.00 per banner, 4 maximum banners per year*
Land Use - Temporary Structures		Commercial: \$250 per 6mo. renewal Temp Construction Field Office: \$50.00
<i>*Land Use Application Fee doubled if Land Use is not obtained prior to commencing work</i>		
Planning Commission		
Rezoning	\$300.00	\$500 + \$10 per certified letter
Site Plan Approval	\$300.00	\$500.00
Planning Commission Use Approval	\$250.00	\$300.00
Concurrent Planning Commission Use & Site Plan Approval		\$600.00
Planned Unit Development (PUD) Application		\$500 + \$10 per certified letter
Board of Adjustment		
Variance	\$250.00	\$300 + \$10 per certified letter
Special Exception	\$250.00	\$300 + \$10 per certified letter
Administrative Appeal	\$250.00	\$300.00
Annexation		
Annexation - R-F Zoning:	\$100.00 + cost of public notice	\$250 + cost of public notice
Annexation - with Zoning Petition	\$250.00 + cost of public notice	\$500 + cost of public notice
Deannexation	\$100.00 + cost of public notice	\$250 + cost of public notice
Subdivision		
Exempt Subdivision	\$200.00 + \$10 per lot	\$250.00
Pre-Application Conference		No Fee
Sketch Plan	\$100.00	\$100.00
Master Plan for PUD & Phased Development		\$350.00
Master Plan Amendment		\$200.00
Final Plat - Minor Subdivision	\$250 + \$10 per lot + \$10 per certified letter	\$350 + \$20 per lot + \$10 per certified letter
Preliminary Plat - Major Subdivisions	\$400 + \$10 per lot + \$10 per certified letter	\$500 + \$20 per lot + \$10 per certified letter
Final Plat - Major Subdivisions	\$250.00	\$250 + \$10 per certified letter
Request for Infrastructure Acceptance		\$250.00
Request for Subdivision Extensions	\$250 per request	\$250 per request
Request to Vacate Plat		\$500 + \$20 per lot + \$10 per certified letter
Extensive Plat Amendments	\$250.00	\$350.00 + \$10 per certified letter
Subdivision Inspection		\$20.00/lot - Initial Inspection \$10.00/lot - Additional Inspection
Roads and Right-of-Way		
Right-Of-Way Permit	No Fee	No Fee
New Road Name Application Fee	\$100.00 + cost of signage	\$250.00 + cost of signage
Road Name Change Application Fee	\$100.00 + cost of public notice and signage	\$250.00 + cost of public notice and signage
Request to Vacate Public Right-of-Way	\$100.00 + cost of public notice	\$250.00 + cost of public notice + property value if approved
Request for Traffic Calming Measures	No Fee	No Fee
Miscellaneous		
Community Banner Application	No Fee	No Fee
Zoning Jurisdiction Verification	No Fee	No Fee
Assessment Letter	\$50.00	\$50.00
Printed Copy of Zoning Ordinance or Subdivision Regulations	\$35.00 per copy	\$35.00 per copy
Printed Copy of Comprehensive Plan		\$35.00 per copy
Public Records Request	\$25 per hour of research, 1-hour minimum + cost of copies	\$25 per hour of research, 1-hour minimum + cost of copies
Large Format Scanning	\$10 per page	\$10 per page
Large Format Copy/Printing	\$10 per square foot	\$10 per square foot
Custom Map Generation & Printing Fee	\$50 per hour, 1-hour minimum + printing costs	\$50 per hour, 1-hour minimum + printing costs
8.5"x11" Paper Size	\$7.00	\$7.00
11"x17" Paper Size	\$14.00	\$14.00
18"x24" Paper Size	\$30.00	\$30.00
24"x36" Paper Size	\$60.00	\$60.00
36"x48" Paper Size	\$120.00	\$120.00
36"x60" Paper Size	\$150.00	\$150.00

* *HAVE A NICE DAY* *
* *HARRY D'OLIVE, JR.* *
* *PROBATE JUDGE* *
* *BALDWIN COUNTY, ALABAMA* *

RECEIPT NUMBER..... 2105653
INSTRUMENT NUMBER..... 2041336
Rcvd of: CITY OF BAY MINETTE
Date: 1/ 4/2023 Time 11:21
For: ORDINANCE
Tp Bk Pg2041336 Inst 2041336

Grantor
Grantee
Cash Drawer 70 ID LSWILLIAMS
Recording Fee 9.00
D.P. Fee 5.00
Archive 5.00
Total..... 19.00

Paid:
Cash 19.00
