

Bay Minette Board of Adjustment Regular Meeting Minutes

Minutes July 27, 2023

Meeting No. 2

The Bay Minette Board of Adjustment met in a Regular Meeting on Thursday, July 27, 2023. The meeting was called to order at 8:01 a.m., by Vice-Chairman, Shane Hadley, 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 8:01 a.m. the following members were present:

Shane Hadley, Vice Chairman (*Acting Chair in absence of Chair*)
Ray Clark, Board Member
Liana Barnett, Board Member
John W. Biggs, Supernumerary Board Member

Board Member(s) absent:
Dr. Abby Hamilton, Chairman
Willie Walker, Board Member

Board Member(s) late:
None

Other persons in regular attendance:
Lauren Collinsworth, Attorney
Paula Bonner, Planner Associate
Jessica Peed, Planning Coordinator

GUESTS None

INVOCATION Board Member Clark gave the invocation, followed by Board Member John Biggs leading the pledge.

ITEM 3. Announcements & Registration to Address the Board

ITEM 4. Approval of Minutes for the May 5, 2023 Special Called Meeting. Board Member Barnett makes a motion to approve the May minutes as written. The motion was seconded by Board Member Clark and it was unanimously carried.

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

ITEM 6. Old Business - None

ITEM 7. New Business

a.) Election of Officers

Vice Chair Shane Hadley stated that since Chairman Hamilton would not be in attendance today, he spoke with her prior to the meeting to discuss her thoughts on another term as Chairman and she readily agreed to continue should she be nominated. The Vice Chairman then opened the floor to nominations for upcoming Chair, Board Member Biggs nominated Dr. Hamilton and Board Member Clark seconded the nomination. With no other nominations, Vice Chair Hadley closed the floor. Present members voted unanimously for Dr. Hamilton to remain as Chair for the upcoming year.

Vice Chair Hadley opened the floor for Vice Chairman nominations. Board Member Ray Clark nominated Shane Hadley and Board Member Johnny Biggs seconded. With no other nominations, Vice Chair Hadley closed to floor for

nominations. Present members voted unanimously for Shane Hadley to remain as Vice Chairman for the upcoming year.

b.) Board of Adjustment By-Law Revision Discussion

The Vice Chairman introduced Item 7b. and Staff Member Paula Bonner reviewed the proposed draft of the revised By-laws, including the expanded Member Responsibilities and clarifications in the Conflicts of Interest section. Discussion ensued regarding the term of office appointment terminology and clarification on attendance and dismissal. Vice Chairman Hadley requested a revised copy of the by-laws be sent out to the members for review with the discussed changes.

c.) Updates & Upcoming Cases

- Variance for a sign at Ford Chuck Stevens- Mrs. Bonner reviews the previous variance for the sign that was granted in 2002 and includes the applicant did not abide by the allocated height limitation that was approved, and explains the applicants wish to now move the sign to a different part of the property. Mr. Clark discusses information he gathered from the previous Planning Commission meeting and expressed his potential opposition to the request due to the applicant exceeding the approved height limit to the previous variance request.
- Additional discussion ensues regarding the new ordinance revisions pertaining to temporary workforce housing, and the proposed Dickman Road project that prompted the revisions to the proposed ordinance.

ITEM 8. Reports and Announcements

- a.) Mayor/Council Report - None
- b.) Attorney - None
- c.) Chairman - None
- d.) Planning Staff - None

ITEM 9. With no further business, Vice Chairman Hadley adjourned the meeting at 8:31 am.

DONE THIS THE 27th DAY OF JULY 2023,



Shane Hadley, Vice-Chairman

ATTEST:



Jessica Peed, Planning Coordinator

Motion Summary:

- 1.) **Minutes:** Approval of Minutes for the May 5, 2023 Special Called Meeting. Board Member Barnett makes a motion to approve the May minutes as written. The motion was seconded by Board Member Clark and it was unanimously carried.
- 2.) **Election of Officers:** The Vice Chairman then opened the floor to nominations for upcoming Chair, Board Member Biggs nominated Dr. Hamilton and Board Member Clark seconded the nomination. With no other nominations, Vice Chair Hadley closed the floor. Present members voted unanimously for Dr. Hamilton to remain as Chair for the upcoming year.

Vice Chair Hadley opened the floor for Vice Chairman nominations. Board Member Ray Clark nominated Shane Hadley and Board Member Johnny Biggs seconded. With no other nominations, Vice Chair Hadley closed to floor for nominations. Present members voted unanimously for Shane Hadley to remain as Vice Chairman for the upcoming year.