

Bay Minette Planning Commission Regular Meeting Minutes

Minutes March 9, 2023

Monthly Meeting No. 3

The Bay Minette Planning Commission met in Regular Session on Thursday, March 9, 2023. 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, in 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
Neal Covington, Vice Chairman
Robert A. "Bob" Wills, Mayor
Rob Madison, Building Official/Commission Member
Hiram Templeton, Commission Member
William Taylor, City Council/Commission Member

Commission Members absent:
Scotty Langham, Commission Member
Earl Emmons, Commission Member
Ray Clark, Commission Member

Commission Members late: NONE

Other persons in regular attendance:
Clair Dorough, City Planner
Jessica Peed, Planning Coordinator
Tammy Smith, City Administrator
Steven Stewart, Fire Inspector
Lauren Collinsworth, Attorney
Kristina Pittman, North Baldwin Chamber of Commerce

GUESTS Jonathon Hoover, (*Z-23001 Owner/Applicant*)

INVOCATION Chairman Todd Stewart gave the invocation, followed by the pledge.

ITEM 3. Announcements/Registration to address the Commission

ITEM 4. Approval of the Minutes of the February 9, 2023, Regular meeting. Mayor Wills made a motion to approve the February minutes as written. The motion was seconded by Neal Covington and was unanimously carried.

ITEM 5. Disclosure of Prior Communications and/or Conflicts of Interest- NONE

ITEM 6. Old Business - NONE

ITEM 7. New Business:

a.) Z-23001, Hoover Property Rezoning

Disclosure of Prior Communications and/or Conflict of Interest: None

Request: Rezone 1.52± acres from R-2, Medium Density Single Family Residential to B-2, General Business

Location: The subject property is located at 2417 S US Hwy 31

Mrs. Dorough introduces the request, also stating the applicant Jonathon Hoover is in attendance. She includes the surrounding zoning designations, businesses and the opinion that the proposal would not negatively impact the surrounding businesses, maps that were generated in association with the request, the current structure located on site, historical use of property, previous and current street view of site as it had been cleaned up, staff report findings and no commentary on proposal, driveway width and the potential ALDOT access requirements if changing from residential to business use, and states the applicant is aware of the requirement that is he receives a successful rezoning to B-2, he would have to apply for Special Exception approval to use the structure as single family again. With no further comments, Chairman Stewart opened the Public Hearing at 8:15am. With no public commentary, Chairman Stewart closes the Public Hearing at 8:15am. Commission Member Templeton made a motion to recommend approval to the City Council from the current R-2 zoning designation to a B-2 zoning designation. Vice-Chairman Covington seconded and with none opposed, the motion carried.

b.) RA-23001, Proposed Zoning Ordinance Amendments ****Discussion Only****

Chairman Stewart introduces the discussion and Mrs. Dorough proceeds to review the proposed changes including temporary office buildings, Conex storage, time limits imposed, metal building façade options to which a discussion ensues on surrounding cities and regulations, accessory structures for industrial and commercial uses, site plan approval requirements, application review process including deficient applications, pre-application conferences, clarification on Planning Commission action and post meeting procedures, language modification/clarification throughout the Ordinance, and RV occupancy zoning designation allowance. Mrs. Smith interjects that she would like to see the City Codes Chapter 13 Variance for emergency situations modified.

c.) RA-23002, Temporary Work Force Housing Pilot Program ****Discussion Only****

Mrs. Dorough proceeds to introduce the discussion of implementing a temporary workforce housing pilot program. She reviews the current proposal including definitions, permit requirements within certain districts, required standards for applicants to meet, Fire and/or Building Codes to be included, potential building/housing options and layouts of mess halls, Conex buildings, tents, and portable trailers that could be considered permanent or semi-permanent housing, estimation of duration of use, water/sewer disposal contingencies, site plan review requirements, restoration plan, ordinance language discussion, and noise pollution. After discussions, Chairman Stewart stated for each Commission member to review the proposals and conduct individual research. Mrs. Pittman included that the Chamber of Commerce has been approached by 3 separate companies regarding this need and stated the need to be prepared due to the Novelis plant being constructed at the Mega Site.

Vice Chairman Covington left the Planning Commission meeting at 9:43am.

Discussion ensues regarding location requirements and City involvement through the process. Chairman Stewart states to be prepared to hold a Public Hearing at the upcoming meeting with the intent to move forward in establishing guidelines and regulations.

d.) Status Updates and Upcoming Case Briefing:

- Seafood Market by Shrimp Basket
- Pre-Zoning requests for Legislative Annexations:
 - Baldwin Ventures (Old Towne Commons) which is located next to Holly Hills and includes 400+ acres

- Pierce and English Property located at I65 and St Hwy 225
- Rezoning application for Clay Street to go from R-3, Medium Density Single Family Residential to R-5, Manufactured/Mobile Home Residential District for the purpose of occupying a mobile home

ITEM 8. Reports

a.) Mayor/Council Report – None

Kristina Pittman stated the Chamber is preparing for a major event at Bicentennial Park and expecting approximately 4,000 people to be in attendance. She also included the upcoming events for the Crawfish Cookoff at Halliday Park and the statement that the Chamber is currently planning events into the fall season.

b.) Attorney – None

c.) Commissioner – None

d.) Planning Staff – Mrs. Dorough states CAPZO training will be held on March 16-17th.

ITEM 9. With no further business, Chairman Stewart adjourns the meeting at 9:51 am.

DONE THIS THE 9TH DAY OF MARCH 2023



Chairman, Todd Stewart

ATTEST:



Jessica Peed, Planning Coordinator

Motion Summary:

- 1.) **Minutes:** Approval of the Minutes of the February 9, 2023, Regular meeting. Mayor Wills made a motion to approve the February minutes as written. The motion was seconded by Neal Covington and was unanimously carried.
- 2.) **Z-23001, Hoover Property Rezoning:** Chairman Stewart opened the Public Hearing at 8:15am. With no public commentary, Chairman Stewart closes the Public Hearing at 8:15am. Commission Member Templeton made a motion to recommend approval to the City Council from the current R-2 zoning designation to a B-2 zoning designation. Vice-Chairman Covington seconded and with none opposed, the motion carried.