



# City of Bay Minette

## Planning Commission

301 D'Olive Street · Bay Minette, Alabama 36507  
Phone (251) 580-1650 · COBM\_Planning@cityofbayminetteal.gov

### AGENDA

November 14, 2024

Regular Meeting

8:00 a.m.

City Hall Council Chambers  
301 D'Olive Street, Bay Minette

- 1.) Call to Order
- 2.) Invocation and Pledge
- 3.) **Announcements & Registration to Address the Commission** *Before the meeting begins, Citizens wishing to speak must be signed in, note they wish to speak and follow the Procedures for Addressing the Planning Commission.*
- 4.) **Approval of Minutes for the October 10, 2024, Regular Meeting**
- 5.) **Disclosure of Prior Communications and/or Conflicts of Interest**
- 6.) **Old Business**
- 7.) **New Business**
  - a.) **Z-24003, Higher Ground Ventures, LLC Property Rezoning** *\*Public Hearing\**  
*Disclosure of Prior Communications and/or Conflict of Interest*  
**Request:** Rezoning request for 8.05 acres from M-2, General Industrial to R-3 Higher Density Single Family Residential related to a proposed subdivision.  
**Location:** 807 Moran Street, PIN: 377260
  - b.) **SP-24003, Stella Jones Property Site Plan**  
*Disclosure of Prior Communications and/or Conflict of Interest*  
**Request:** Site Plan Approval request for 22.34 acres for Metal Roof Cover over Existing Tanks.  
**Location:** 1101 N US Highway 31, PIN: 61849
  - c.) **Updates & Upcoming Cases**
- 8.) **Reports & Comments**
  - a.) **Mayor/Council/Administration**
  - b.) **Attorney**
  - c.) **Commissioners**
  - d.) **Planning Staff**
  - e.) **Citizen Comments**
- 9.) **Adjournment**

**\*\*Next Regular Meeting – December 12, 2024\*\***



## Bay Minette Planning Commission Regular Meeting Minutes

**Minutes October 10, 2024**

**Monthly Meeting No. 10**

The City of Bay Minette Planning Commission met in Regular Session on Thursday, October 10, 2024. The meeting was called to order at 8:09 a.m. by Vice-Chairman Neal Covington, 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**

Robert A. "Bob" Wills, Mayor  
Rob Madison, Building Official/Commission Member  
Ray Clark, Commission Member  
William Taylor, City Council/Commission Member  
Jim Faulkner, Commission Member

**Commission Members absent**

Todd Stewart, Chairman  
Earl Emmons, Commission Member  
Hiram Templeton, Commission Member

**Commission Members late**

Neal Covington, Vice-Chairman

**Other persons in regular attendance**

Lauren Collinsworth, Attorney  
Tammy Smith, City Administrator  
Clair Dorough, City Planner  
Steven Stewart, Fire Inspector  
Paula Bonner, Planner Associate

**GUESTS**

Jodi Taylor, Koestler Property Renewal  
Kevin Koestler, Koestler Property Renewal

**INVOCATION**

Councilman Taylor presented the invocation, followed by the pledge.

**ITEM 3.**

**Announcements/Registration to address the Commission**

**ITEM 4.**

**Approval of the Minutes of the September 12, 2024, Regular Meeting**

Commission Member Clark made a motion to approve the September minutes as written. The motion was seconded by Councilman Taylor and carried unanimously.

**ITEM 5.**

**Disclosure of Prior Communications and/or Conflicts of Interest**

**ITEM 6.**

**Old Business**

Mrs. Dorough informed the commission members that copies of the new approved By-Laws, along with the previous work session presentation on the Comprehensive Plan were available.

**ITEM 7.**

**New Business**

**a.) SP-24004, Koestler Property Renewal of Temporary Use Permit**

Mrs. Dorough presented the one-year renewal request for the temporary workforce housing permit to occupy recreational vehicles in an existing manufactured housing park. She reported on several issues: the rezoning of the property to R-5, Manufactured/Mobile Home Residential District; the temporary use permits, renewal process and procedures; comments from the Bay Minette Fire Department regarding the recent alteration to signage, which no longer displays the street address; and the delinquency of required reports during the majority of the term, which were only submitted with the renewal application.

Mrs. Dorough reported Staff Recommendation for Case SP-24004, Koestler Property request for Temporary Use Permit Renewal be Recommended for Approval with the following conditions:

1. Facility address be posted in accordance with Bay Minette Fire Department requirements;
2. The owner/operator shall submit all reports and other documentation as required by Section 9.09; and
3. The owner/operator shall notify the City of the sale of the facility or transfer of property ownership and provide accurate contact information for the new owner/operator.

Mayor Wills made a motion to recommend approval with conditions set forth by staff. The motion was seconded by Commission Member Clark and carried unanimously

The Planning Commission, staff, and Mr. Koestler discussed the temporary use permit renewal and automatic sunset process, the expected timeline for the need for temporary use permits, and the current construction and proposed completion of Novelis.

**b.) Updates & Upcoming Cases**

- Update on Quinley Oaks Subdivision from the BMFD regarding hydrants and fire apparatus access.
- Proposed minor two (2) lot subdivision on Marks Avenue
- Upcoming Pre-Application for pod Storage Facility on Marks Avenue / US Hwy 31
- Potential Rezoning for RV Park on 28 acres on Stevens Parkway
- Status of previously approved Gulf Regional Early Childhood Services, Inc site plan
- Status of previous pre-application for RV Park on west side of South US Hwy 31
- Status of Sweet Brew

Mayor Wills took charge of the meeting as Acting Chairman following the departure of Vice-Chairman Covington at 8:42 a.m.

**ITEM 8.**

**Reports**

- a.) Mayor/Council Report – Mrs. Smith and Mayor Wills reported interest in the city from hotels, restaurants, fast-foods, and a grocery store, the homecoming parade scheduled for that afternoon, contributions being collected by the BMPD School Resource Officers for Hurricane victims, and a meeting with Senator Turberville and Patty Etheridge.
- b.) Attorney – None
- c.) Commissioners – None
- d.) Planning Staff – None
- e.) Public Comment – None

**ITEM 9.**

With no further business, Chairman Stewart adjourned the meeting at 8:54 am.

DONE THIS THE 10<sup>TH</sup> DAY OF OCTOBER 2024

---

Vice-Chairman, Neal Covington

ATTEST:

---

Paula Bonner, Planner Associate

**Motion Summary:**

**Item 4.) Approval of the September 12, 2024, Regular Meeting Minutes:**

Commission Member Clark made a motion to approve the September minutes as written. The motion was seconded by Councilman Taylor and carried unanimously.

**Item 7.) a.) SP-24004, Koestler Property Renewal of Temporary Use Permit:**

Mayor Wills made a motion to recommend approval with conditions set forth by staff. The motion was seconded by Commission Member Clark and carried unanimously



# City of Bay Minette

## Planning & Development Services

### PLANNING COMMISSION STAFF ANALYSIS – REZONING REQUEST

Planning Commission Meeting Date: November 14, 2024

Case Number: Z-24003

#### APPLICATION SUMMARY

**Project Name:** Higher Ground Ventures, LLC Property  
**Property Location:** 807 Moran Street  
**Property PID/PPIN:** 05-23-05-16-4-000-003.004 // 377260  
**Property Size:** 8.05± acres

**Proposed Action:** Rezoning from M-2, General Industrial District to R-3, Higher Density Single Family Residential District  
**Applicant:** Jason Linder for Linder Survey  
**Property Owner:** Higher Ground Ventures, LLC  
 1401 Lavaca Street, Suite 880, Austin, TX 78701

Subject Property	Zoning	Existing Land Use
Z-24003	M-2	Vacant, Former pipe yard
Adjacent Property	Zoning	Existing Land Use
North	M-2	Vacant
South	M-2	Residential, Utility Station, vacant/undeveloped
East	M-2	Railroad, Residential, catering business
West	R-3	Residential, church/daycare

#### SITE AND REQUEST SYNOPSIS

The subject property, which consists of approximately 8.05± total acres is zoned M-2, General Industrial District. The property is located at 807 Moran Street, on the East side of Moran between E Hickory Street and E Ellis Street. The property is currently vacant/undeveloped, but was formerly used as the office, maintenance barn and laydown yard for a pipe company. The property was divided in 2018 into two lots as part of the Ram Subdivision (recorded as Slide 2639-C). Lot 1 is a .5± acre lot to the Northwest where a mobile home used as the pipeyard office is located, and Lot 2 is the 8.05± acre subject property. This current request is a rezoning from M-2, General Industrial District to R-3, Higher Density Single Family for a future request for a 4-lot Minor Subdivision. Approval of Case Z-24003, the Rezoning request, would be required for the Minor Subdivision.

#### ZONING DISTRICTS AND TABLE OF PERMITTED USES

##### CURRENT ZONING

**6.04.02 M-2, General Industrial District.** It is the intent of this district to provide opportunity for the location of industrial, manufacturing, processing, warehousing, or research and testing operations that, due to employment of heavy equipment or machinery or to the nature of the materials and processes employed, require special location and development safeguards to prevent pollution of the environment by noise, vibration, odors or other factors, and may also require extensive sites for storage and parking, may require extensive community facilities or generate heavy motor traffic. Access to major transportation facilities is usually needed. Locations should be in accordance with comprehensive plans and special review is required for some.

##### PROPOSED ZONING

**6.02.04 R-3, Higher Density Single Family Residential District.** This district is intended to provide for a higher density of single-family structures on smaller lots than those allowed in the R-1 and R-2 districts. Duplexes will be allowed as a Special Exception.

##### TABLE OF PERMITTED USES

*The current and proposed uses from Section 8.10 Table of Permitted Uses are listed below. Opposite each land use, in the appropriate district column or columns, the letter "R" identifies those districts in which a particular land use is permitted by right and the letters "S" identifies those districts in which a particular land use is permitted only by special exception. The letter "P", identifies those uses that must be reviewed and approved by the Planning Commission.*

Table of Permitted Uses and Conditions	R-A	R-1	R-2	R-3	R-4	R-5	B-1	B-2	M-1	M-2
Dwelling, one-family.	R	R	R	R	R	R	S	S	S	S

## RELATED COMPREHENSIVE PLAN STATEMENTS & STRATEGIES

*The City's Comprehensive Plan is a policy document that functions as the long-range plan for future growth and development. It identifies the goals, objectives, and strategies of the community, determined by its residents and property owners. City officials can use the document to make policies that effectively provide a coordinated approach for future growth. Though adopted by the City Planning Commission, the Plan is intended to provide guidance for future legal and policy decisions as determined by City Council and through analysis of existing and predicted conditions. The Plan also serves as the statutory basis for many of the City's land use and subdivision regulations as well as the application of zoning districts, as zoning and future land use must be in accordance with the Comprehensive Plan. The Goals, Objectives, Statements and Strategies below are pulled from the Plan as they are deemed relevant to this specific application by Planning Staff.*

### Population and Economy

**Goal:** Create an atmosphere that will foster educational attainment to attract new industries and encourage the retention and expansion of existing industries.

**Objective:** Preserve the quality of life established to ensure that Bay Minette remains an attractive residential community and promote sound commercial development.

**Economic Analysis:** The City of Bay Minette has a strong and diversified economy. The City's favorable economy derives largely from its strategic location and accessibility from the I-65 corridor and its geographical location along the State's busiest tourist transportation corridor, Highway 59, the main route to the Gulf Coast beaches of Alabama. The City is the County Seat and this provides many employment opportunities through local government. The City is also host to numerous industrial and manufacturing employers, including Standard Furniture, Quincy Compressors, and Dental EZ, Inc. The following sections provide an overview of local economic indicators that guide future economic development.

**Objective:** Create an atmosphere in Bay Minette that fosters new industries and encourages the retention and expansion of existing industries.

**#2** City leaders and officials should partner and coordinate with other regional agencies and governments to foster an increase in commercial and industrial development in Bay Minette that will create a diversified local economy to bring more jobs to the community.

**#4** The City of Bay Minette should define and clarify desired areas of industrial development and establish an Industrial Park. This will attract and hold industrial development potential and associated future land use in the designated area. The Highway 59 corridor north of the City has access to I-65 and would be a desirable location for an industrial park. However, Highway 59 south of the City currently has industrial land uses. The City should establish areas to focus future industrial development to prevent this land use from being scattered throughout the community. The same should also be done for areas of the City with high concentrations of business and commercial land uses to implement appropriate future developments in type and scale. With commercial land uses, traditional clustered development with multiple types of land uses should be encouraged over more recent strip/sprawl patterns. As funds become available, efforts should also be taken by the City to ensure parcels zoned for business and industrial development possess all necessary infrastructure to attract potential developers.

### Housing

**Goal:** Provide a wide variety of safe and attractive living environments for all socioeconomic groups.

**Statements:** "City requires a diversity of housing types and densities to accommodate all socioeconomic groups of a community. The housing supply of a community must support existing and forecasted housing demands to ensure the resident's quality of life and the vitality and growth of the City. A community must foster continued maintenance, rehabilitation, and new construction of their housing stock to maintain the City's sustainability."

"With new growth and development comes the additional responsibility of protecting existing residential areas from encroachment of incompatible land uses, increased traffic congestion, and increased stress and damage to utility and storm water drainage systems. This Chapter emphasizes the importance of planning for future growth and development without compromising the character that makes Bay Minette unique."

**#1** Promote a choice of rural, suburban, and urban living environments and housing types to accommodate all household incomes. This includes anticipating and planning for future land requirements associated with future population projections and projected housing types.

**#2** Preserve and maintain the rural, small town character of Bay Minette by implementing subdivision regulations that will not: result in environmental degradation; adversely affect rural/semi-rural areas; impair working agricultural and timberland operations.

**#10** Maintain the public infrastructure at a level needed to continue adequate service to existing and new residential dwellings. This includes correcting existing deficiencies in infrastructure and upgrading or constructing new infrastructure to accommodate new developments. Deny new development if the infrastructure is not in place to support it without compromising the service to existing housing. Require that all new development be connected to the City's existing public water and sewer lines at the developer's expense.

### Transportation

**Goal:** "Provide a transportation network capable of moving people and goods efficiently and safely."

**Statements:** "The type, quality, and location of these transportation networks are key components that influence quality of life and sustainable local economy. An adequate transportation system that provides for safe and expeditious movement of persons and goods is vital to the growth of a community."

"There is a significant relationship between transportation and land use. New development or changes in existing land uses, whether incremental or sudden, directly affect the safety and functionality of roadways and the demand for additional transportation facilities. On the other hand, creating new or improving existing transportation corridors can have a significant distribution effect on the type and timing of development within a community and/or region. Therefore, it is essential that communities exercise sound and innovative transportation planning solutions to accommodate growth and development."

“The existing transportation network for the City of Bay Minette currently provides adequate means of transportation and linkage throughout the City and to adjacent municipalities for its residents with only minimal traffic congestion, delays, and safety concerns. However, the current network will not accommodate the pressures of the ongoing growth and development of Bay Minette and Baldwin County for much longer, without significant traffic and safety problems.”

#6 Provide local traffic with alternatives to HWY 59. This can be achieved by improving local streets that serve schools and residential traffic and alleviate access management problems along the congested portion of HWY 59.

### Land Use

**Goal:** To ensure the orderly growth and development of the City of Bay Minette through the wise allocation of land to various uses based on the anticipated needs of future populations, with attention in planning and implementation to protect the quality of life and safety of the residents, conserve natural resources, promote compatible land uses and transportation accessibility, and provide availability of utilities and public facilities.

**Statement:** If the City continues to demonstrate this household average into future population projections, then over 425 new housing units will be needed in Bay Minette to accommodate the influx of new residents. When conducting a future build out analysis for future development, population projections and housing projections must be assessed to ensure enough land is allocated to accommodate the range of projected growth. It was estimated that an additional 143 to 281 acres will be needed to accommodate this potential residential growth pattern.”

“If the City continues this same trend, twice as much acreage will be required to accommodate future residential population projections. Care will have to be taken to preserve the agricultural and timberland land uses that define Bay Minette’s small town rural character that so many residents value as an asset to their community.”

#3 Protect the quality of life of existing and new developments by implementing land use regulations that will: ensure the separation of incompatible land uses; preserve and/or create open spaces and landscaped areas with each new development; promote the connectivity of roads, schools, parks, and open spaces; require, where feasible, the installation of sidewalks throughout the development; and prevent stress on the existing public infrastructure and public services.

#6 Ensure, through site plan review and/or subdivision plat review, that all types of land use developments have a design and scale compatible to adjoining properties and are buffered from different incompatible land uses and adverse impact due to encroachment.

#8 Maintain the public infrastructure at a level needed to continue adequate service to existing and new developments. This includes correcting existing deficiencies in infrastructure and upgrading or constructing new infrastructure to accommodate new developments. Deny new development if the infrastructure is not in place to support it without compromising the service to existing housing. Require that all new development be connected to the existing water and sewer lines at the developer’s expense.

## DEPARTMENT AND AGENCY COMMENTS

North Baldwin Utilities – No comments received.

Bay Minette Public Works – No comments received.

Bay Minette Police Department – No comments received.

Bay Minette Fire Department – No comments.

City Administration – No comments.

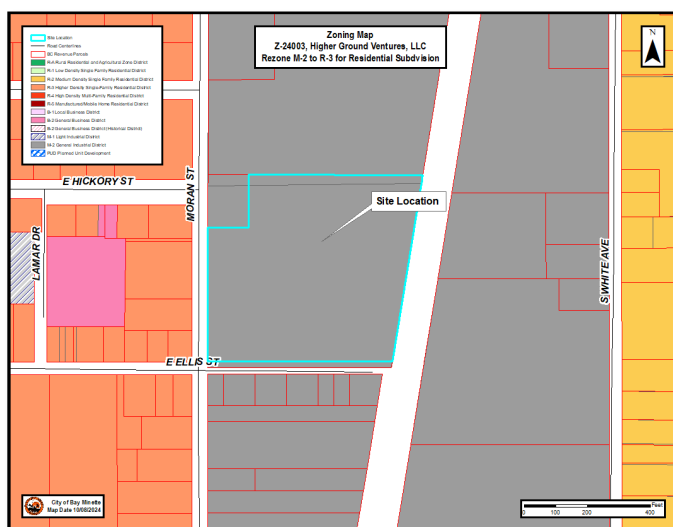
Baldwin County E-911 – No comments received.

ALDOT – N/A

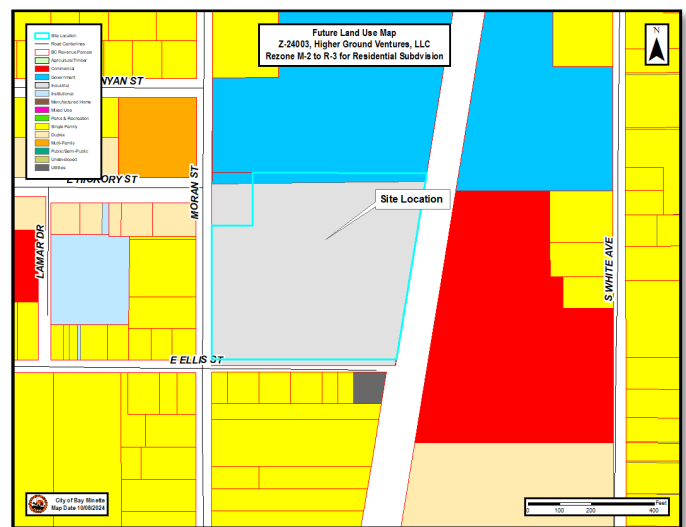
City Engineering Consultant Volkert, Jordan Stringfellow, P.E. – N/A

## MAPPING

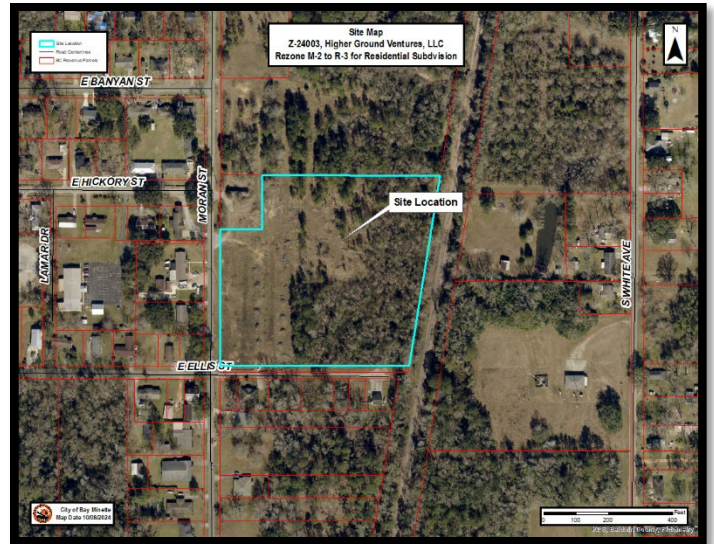
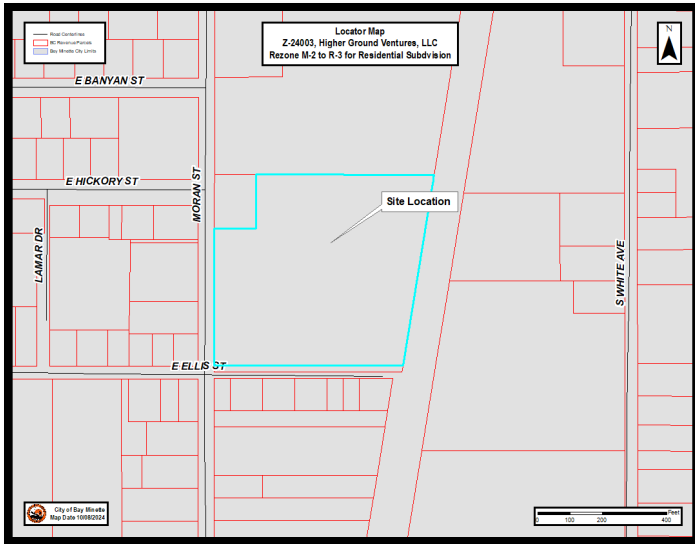
Existing Zoning Map



Future Land Use Map



## Locator & Site Map

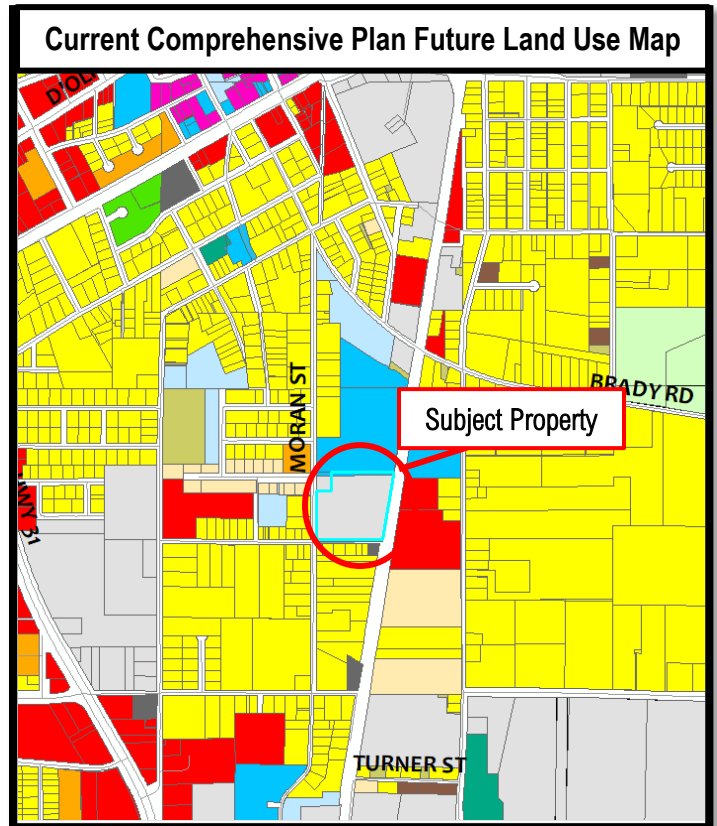
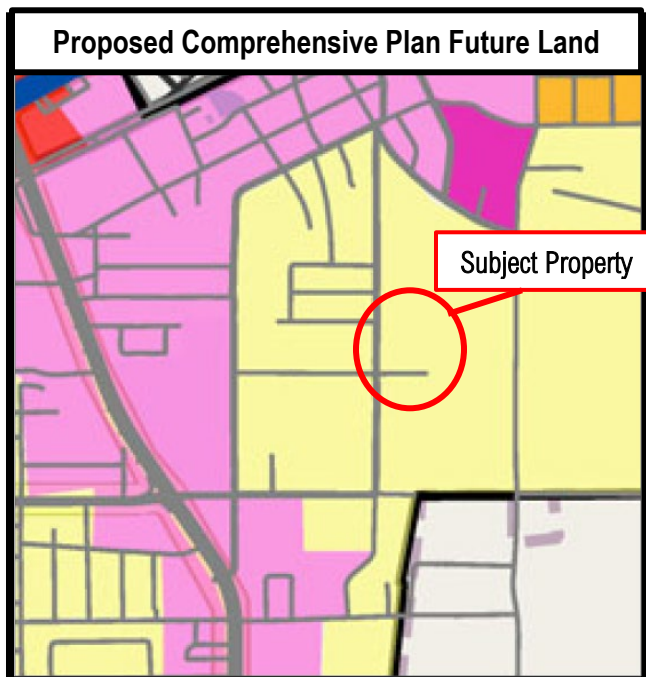


## STAFF ANALYSIS

The following guidelines for reviewing zoning amendments are found in **Article 15 – Amendment** in the *Zoning Ordinance of the City of Bay Minette*. These factors are to be considered when an application is being reviewed for rezoning.

### 1.) Compliance with the Comprehensive Plan **COMPLIANT**

In the current Comprehensive Plan, the subject property is designated as Industrial on the Future Land Use Map. The adjacent property to the North is designated as Government; the property across the railroad to the east is designated as commercial. The properties adjacent to the south and west are designated as single family or duplex. The proposed rezoning/residential subdivision is compatible with the adjacent designations and current uses in the area. The current Comp Plan map was done with a more granular parcel-level designation with many of the designations based on the property use active at the



time of the study in 2011. The previous pipe yard use has long been discontinued and the property has been vacant/undeveloped for years. The area along Moran Street has remained largely residential. In the proposed Comprehensive Plan update, the map is done at a higher level that allows for more cohesive designations with a wider scope. In the draft Comp Plan map, this area is designated for residential use, which is more compatible with the updated plan.



**2.) Compliance with the standards, goals and intent of this ordinance *COMPLIANT***

*The Zoning Ordinance was intended to promote the health, safety, convenience, order, prosperity, and general welfare of the residents; to lessen congestion in the street; to secure safety from fire, panic, and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, and parks; to facilitate initiation of the comprehensive plan, and other public requirements.*

The proposed residential use fits within the promotion of the health, safety, convenience, order, prosperity, and general welfare of the residents. Having the vacant property cleaned up and actively occupied by four new residential dwellings is a better use relating to the safety, prosperity and general welfare of the nearby property owners and the City. While Moran Street is designated as a Major Collector in our current Transportation Plan, the roadway itself is relatively narrow, which isn't conducive to the more intense industrial and commercial uses. A recent request for Planning Commission approval (SP-22003) of a commercial use on this property was denied due to incompatibility with the surrounding neighborhood and insufficient roadway width. The proposed residential use would be more compatible with the existing residential uses in the area.

**3.) The character of the surrounding property, including any pending development activity *COMPLIANT***

The subject property, which consists of approximately 8.05± total acres is zoned M-2, General Industrial District. It is located on the East side of Moran between E Hickory Street and E Ellis Street, and borders the railroad track on the eastern side. The property is currently vacant/undeveloped, but was formerly used as the office, maintenance barn and laydown yard for a pipe company. The property was divided in 2018 into two lots as part of the Ram Subdivision (recorded as Slide 2639-C). Lot 1 is a .5± acre lot to the Northwest where an old mobile home used as the pipeyard office is located, and Lot 2 is the 8.05± acre subject property. It has approximately 425 feet of frontage along Moran Street. The property is adjacent to vacant/undeveloped City property to the north, and the area to the West of Moran Street is R-3 and contains a significant amount of residential development. No other pending uses are known, however, a request for Planning Commission approval (SP-22003) of a commercial use on this property was denied due to incompatibility with the surrounding neighborhood and insufficient roadway width.

**4.) Adequacy of public infrastructure to support the proposed development *COMPLIANT***

Adequate utilities are available. The Bay Minette Fire Department did not have any comments on the application and no comments were received from Bay Minette Police Department or North Baldwin Utilities in regard to the rezoning request. Based on the Citywide Traffic Analysis done by Neel-Schaffer in 2018, the current Level-of-Service of Moran Street is a "C" indicating that Moran St. is operating at an acceptable level-of-service during peak hours. The proposed rezoning from an industrial use to a single family residential use is a 'down zoning' with less potential for negative impacts. With the subject property fronting a Major Collector and the existing residential uses in the area, no major impacts are anticipated.

**5.) Impacts on natural resources, including existing conditions and ongoing post-development conditions *COMPLIANT***

No major impacts are anticipated. The property is located in the FEMA Flood Zone X. At the time of the 2022 Site Plan request, there were concerns stated by the City's engineer related to drainage and stormwater runoff with the recommendation for requiring a drainage plan prepared by an engineer to determine the development's effect on stormwater runoff and plan to offset those impacts, with potential consideration for on-site detention. However, that was for a commercial development with significant impervious surfacing/parking that far exceeds the potential impact from four single family homes.

**6.) Compliance with other laws and regulations of the city *NOT APPLICABLE***

Not Applicable at this point of the development process.

**7.) Compliance with other applicable laws and regulations of other jurisdictions *COMPLIANT***

The subject property falls within the municipal limits of Bay Minette and under the City's jurisdiction.

**8.) Impacts on adjacent property including noise, traffic, visible intrusions, potential physical impacts, and property values *COMPLIANT***

Based on the existing residential uses in the area and the small number of proposed dwelling units, no major impacts are anticipated.

**9.) Impacts on the surrounding neighborhood including noise, traffic, visible intrusions, potential physical impacts, and property values *COMPLIANT***

Based on the existing residential uses in the area and the small number of proposed dwelling units, no major impacts are anticipated.

10.) Other matters which may be appropriate **COMPLIANT**

The rezoning application is a stand-alone request that is not contingent upon any additional zoning approvals. However, the owner/applicant is proposing a 4-lot Minor Subdivision that will require the residential zoning designation in order to develop the single family uses without requesting Special Exception approval for each individual lot. If the rezoning is not approved, the owner/developer still has the potential to progress with the residential development with Special Exception approval.

---

### STAFF RECOMMENDATION

---

Based on the information submitted by the applicant, City Staff input and the analysis above, staff recommends:

**The Planning Commission submit a recommendation of approval to the City Council for the rezoning request from the M-2, General Industrial District to the R-3, Higher Density Single Family Residential District.**

---

### PLANNING COMMISSION ACTION

---

For Rezoning applications, the Planning Commission holds a public hearing and sends an advisory recommendation to the City Council, who makes the final decision. The Planning Commission has the option to:

- Make a recommendation for approval of the request to the City Council as presented
- Make a recommendation for approval of the request with conditions to the City Council
- Make a recommendation for denial to the City Council, with stated factors for the denial.
- Table the request due to a lack of information.

*15.2.6 Limitation on resubmittal. No application for a zoning map amendment shall be considered within 365 days from a final decision on a previous application for the same or similar parcel of land. An application may be withdrawn without prejudice prior to the public hearing being open by the city council. A request to withdraw an application shall be made in writing.*



# City of Bay Minette

## Rezoning Application

Case No.: 2-24003  
Fee- \$500 + \$10/Certified Letter  
Date Paid: \_\_\_\_\_  
Paid:  Credit Card  Cash  
 Check- No. \_\_\_\_\_

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@cityofbayminetteal.gov

Are you the property owner?  YES  NO

*\*If you are not the property owner, you must submit an Owner Authorization Form signed by the property owner*

Applicant Name: Jason Linder Date: 09-20-24

Mailing Address: 370 1st Street

City: Silas State: AL Zip Code: 36919

Telephone Number: 251-295-2900 Email: jason@lindersurvey.com

### Site Information

Property Owner Name: Higher Ground Ventures, LLC Phone Number: 407-984-8185

Property Address: 807 Moran Street

Parcel/PPIN #: 377260

Area of Property, Sq. Ft., or Acres: 8.05 acres

Present Zoning: M-1 Requested Zoning: R-3

Reason for Request/ Intended use of property: Subdivide existing 8.05 acre lot into 4 residential lots

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this rezoning and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning regulations and understand that I must be present on the date of the meeting.

Signature:  Date: 09-20-24

### Submittal Requirements

- Application
- Fee
- Agent Authorization Form (if applicant is not the owner)
- Survey or boundary map showing exact dimensions of the property to be rezoned
- Legal description of property

Version 1.2 – 9/18/2024



# City of Bay Minette Agent Authorization Form

<b>Office Use Only</b>
Case No.: _____

I/We hereby appoint and designate Jason Linder - Linder Surveying ("Agent") to act as my/our agent in all matters concerning this application/permit which relates to property described as tax parcel PPIN# 377260. I/We understand that the scope of the agency designation granted herein is general in nature and includes, without limitation, all decision-making authority relating to submittals, status, conditions, or withdrawal of this application/permit. To the fullest extent permitted under Alabama law, I/we release and agree to hold the City of Bay Minette harmless from and against any liability resulting from acts or omissions of our Agent. I/We warrant and certify to the City of Bay Minette that I/we are the owner(s) of the real property identified herein, and that I/we have fully authority to make the agency designation herein. I/We further certify that the information stated on and submitted with this application/permit is true and correct. I also understand that the submittal of incorrect information will result in the revocation of this application/permit and any work performed will be at the risk of the applicant. I understand further that any changes which vary from the approved plans will result in the requirement of a new application/permit.

*\*NOTE: All correspondence will be sent to the authorized Agent. It will be the Agent's responsibility to keep the owner(s) adequately informed as to the status of the application.*

### **PROPERTY OWNER(S)**

HIGHER GROUND VENTURES LLC

Name(s) - Printed  
1401 Lavaca St, Suite 880

Mailing Address  
Austin, TX

City/State  
407-984-8185

josh@highergroundland.com

Phone

Email

9/20/2024

*Joshua Pierce*

Signature(s)

Date

### **AUTHORIZED AGENT**

Jason Linder

Name(s) - Printed  
370 1st Street

Mailing Address  
Silas, AL

City/State  
36919

jason@lindersurvey.com

Phone

Email

9/20/2024

*Jason Linder*

Signature(s)

Date



# City of Bay Minette

## Planning & Development Services

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · [COBM\\_Planning@cityofbayminetteal.gov](mailto:COBM_Planning@cityofbayminetteal.gov)

### NOTICE OF PUBLIC HEARINGS

#### **Case No. Z-24003, Higher Ground Ventures, LLC Property Rezoning Request from M-2, General Industrial District to R-3, Higher Density Single Family Residential District**

Notice is hereby given that the City of Bay Minette Planning Commission and City Council will each conduct a public hearing for Case No. Z-24003, the Higher Ground Ventures, LLC Property, related to a request to rezone property from the M-2, General Industrial District to R-3, Higher Density Single Family Residential District for a Residential Subdivision. The subject property, specifically identified as Parcel I.D. 05-23-05-16-4-000-003.004 // PIN 377260, is approximately 8.05± acres and is located at the northeast intersection of E. Ellis Street and Moran Street. A map can be found on the back of this notice.

The Bay Minette **Planning Commission** will conduct the first public hearing during its regularly scheduled meeting on **Thursday, November 14, 2024** beginning at 8:00 a.m. in the Council Chambers of Bay Minette City Hall located at 301 D'Olive Street, Bay Minette, AL 36507.

The Bay Minette **City Council** will conduct a second public hearing and first reading during its regularly scheduled meeting on **Monday, December 2, 2024** beginning at 6:00 p.m. in the Council Chambers of Bay Minette City Hall located at 301 D'Olive Street, Bay Minette, AL 36507. The second reading of the rezoning ordinance is scheduled during its regularly scheduled meeting on **Monday, December 16, 2024** beginning at 6:00 p.m., also in the Council Chambers of Bay Minette City Hall.

The application materials will be available for public review at Bay Minette City Hall and on the Planning & Development Department website. If you desire to speak with someone by telephone about this application, please contact Planning & Development Services at (251) 580-1650. If you desire to submit comments, please email to [COBM\\_Planning@cityofbayminetteal.gov](mailto:COBM_Planning@cityofbayminetteal.gov) or address your correspondence to:

City of Bay Minette Planning & Development Services  
301 D'Olive Street  
Bay Minette, AL 36507

Please include the case number noted above in all correspondence. If you desire to address the Planning Commission or City Council in person about this application, please attend the public hearings on the dates, times and location listed above.

*Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or those requiring language translation services should contact Planning & Development Services.*

\*\* See Reverse for Map

Notice Date – October 15, 2024



# City of Bay Minette

## Planning & Development Services

### Planning Commission - Site Plan Staff Report

Planning Commission Meeting Date: November 14, 2024

Case Number: SP-24003

#### APPLICATION SUMMARY

**Project Name:** Stella-Jones Corporation Property  
**Property Location:** 1101 N US Highway 31  
**Property PID/PPIN:** 05-23-02-10-1-000-002.000 // 61849  
**Property Size:** 22.34± acres

**Requested Action:** Site Plan Approval Request for Metal Roof Cover over Existing Tanks  
**Applicant/Engineer:** Southeastern Erectors  
**Property Owner:** Stella-Jones Corporation  
 1640 Marc Ave, Tacoma, WA 98421

Subject Property	Zoning	Existing Land Use
SP-24003	M-2	Baldwin Pole & Piling / Stella-Jones utility pole manufacturing plant
Adjacent Property	Zoning	Existing Land Use
North	M-2	Vacant industrial, undeveloped timber
South	M-2	Hwy 31, vacant commercial, single family
East	M-2, R-5	Undeveloped, single family, commercial, manufactured home park
West	B-2, R-3	Railroad, vacant/undeveloped, single family residential

#### SITE AND REQUEST SYNOPSIS

The subject property consists of approximately 22.34± acres, and is zoned M-2, General Industrial District. The property is located at 1101 N US Highway 31 and is bordered by US Hwy 31 to the South and CSX railroad immediately to the West. Across the railroad to the West and North is a vacant/undeveloped commercial property, some single-family residential uses and some undeveloped timberland. To the East are parcels owned by Stella-Jones, one of which is used for single family residential and one that is undeveloped timber. There is also an existing manufactured home park zoned M-2 and R-5. Farther N/NE are vacant/undeveloped industrial properties. Across Hwy 31 to the South are various industrial-zoned properties with single family residential uses, vacant commercial structure and a church. There is also the recently re-established gas station/convenience store at Hwy 112 and Hwy 31. The request is for Planning Commission Site Plan approval for the new construction of a metal roofing system to cover existing tanks and concrete areas on the west side of an existing structure. The proposed roof covering will be approximately 3,584 square feet with 925.5 square feet of new impervious surface area. Per the narrative submitted by the applicant's engineering firm, the intent of the proposed roof cover is to further limit potential contamination of stormwater on the site, which is permitted through ADEM's Water Division under Permit # AL0059943.

#### ZONING DISTRICT AND TABLE OF PERMITTED USES

**6.4.2 M-2 General Industrial District.** It is the intent of this district to provide opportunity for the location of industrial, manufacturing, processing, warehousing, or research and testing operations that, due to employment of heavy equipment or machinery or to the nature of the materials and processes employed, require special location and development safeguards to prevent pollution of the environment by noise, vibration, odors or other factors, and may also require extensive sites for storage and parking, may require extensive community facilities or generate heavy motor traffic. Access to major transportation facilities is usually needed. Locations should be in accordance with comprehensive plans and special review is required for some.

Table of Permitted Uses and Conditions	R-A	R-1	R-2	R-3	R-4	R-5	B-1	B-2	M-1	M-2
Manufacturing, repair, assembly or processing establishments of a light industrial nature, including, but not limited to the following: Millwork and similar wood products manufacturing.									R	R

**5.2 Words and Terms Defined**

**Manufacturing, general.** Manufacturing, processing, assembling, storing, testing, and similar industrial uses which are generally major operations and extensive in character; require large sites, open storage and service areas, extensive services and facilities, ready access to regional transportation and normally generate some nuisances such as smoke, noise, vibration, dust, glare, air pollution, and water pollution, but not beyond the district boundary.

**Manufacturing, light.** Manufacturing or other industrial uses which are usually controlled operations; relatively clean, quiet, and free of objectionable or hazardous elements such as smoke, noise, odor, or dust; operating and storing within enclosed structures; and, generating little industrial traffic and no nuisances.

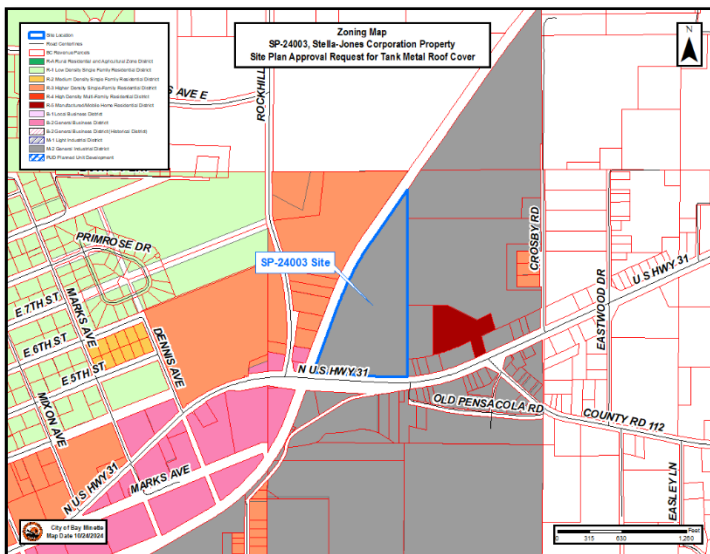
**DEPARTMENT AND AGENCY COMMENTS**

North Baldwin Utilities – No comments received.  
 Bay Minette Public Works – No comments received.  
 Bay Minette Police Department – No comments received.  
 Bay Minette Fire Department – No comments received.

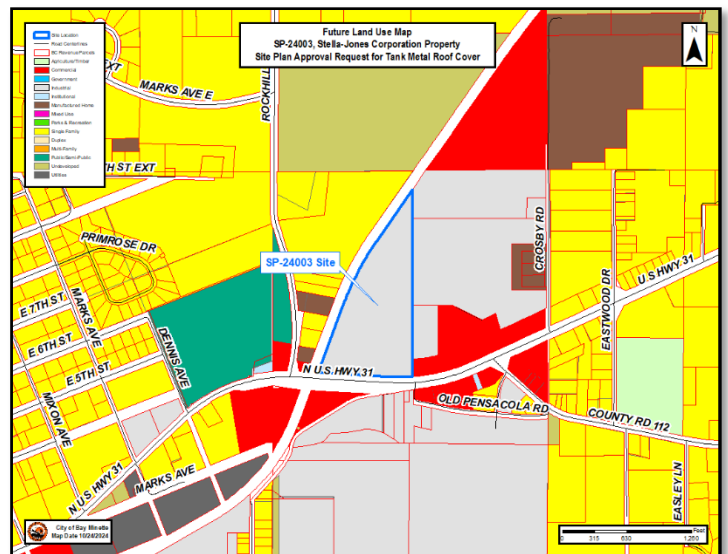
Bay Minette Building Official – No comments received  
 Baldwin County E-911 – N/A  
 ALDOT – N/A  
 Bay Minette City Administration – No comments received

**MAPPING**

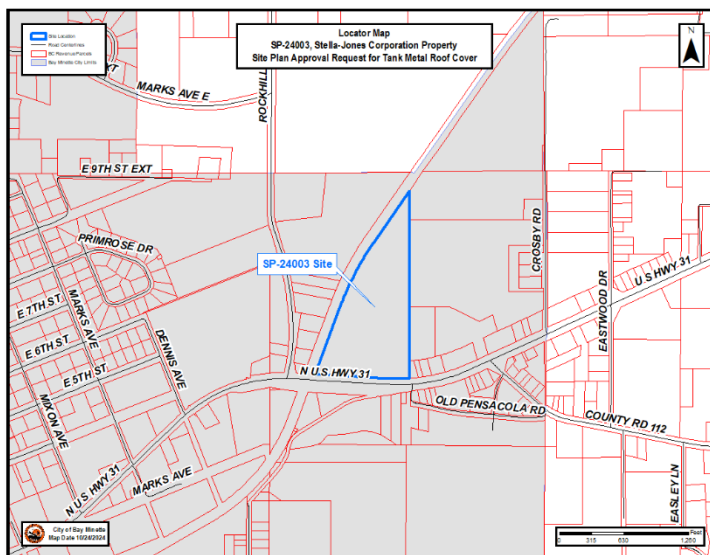
**Zoning Map**



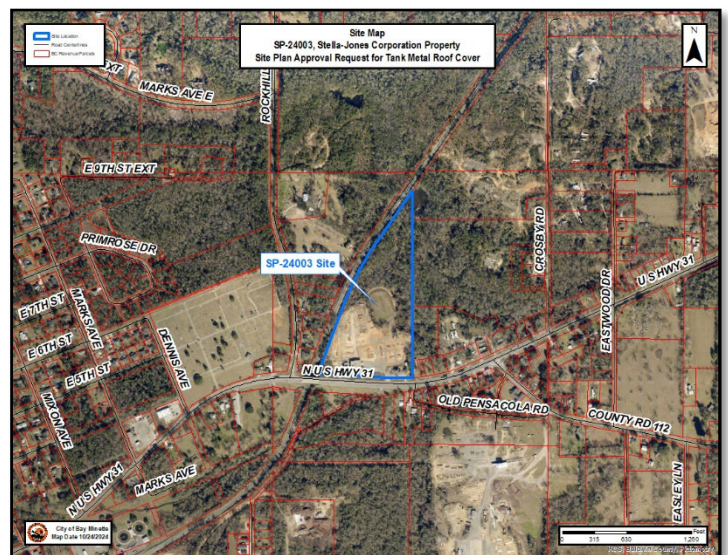
**Future Land Use Map**



**Locator Map**



**Site Map**



## STAFF ANALYSIS

Site plan reviews shall be accomplished by the Planning Commission to assure compliance with the provisions of the *Zoning Ordinance* to ensure conformity with its purpose. The proposed project has been evaluated by staff against the criteria in accordance with *Section 8.9 Site Plan Approval*. It shall be the responsibility of the owner/developer to show (prove) compliance with the requirements of this Ordinance.

1.) *The density or intensity of land use to be allocated to all parts of the site together with tabulations by acreage and percentages thereof itemized by use and density.*

Site calculations with detailed information on the parcel surface areas and proposed improvements have been submitted by the applicant's engineering firm and included in Site Calculations below.

### Submitted Calculations

SURFACE AREA CALCULATIONS		
TOTAL PARCEL:	958,513.7 ft <sup>2</sup>	22.0 ACRES
EXISTING DIRT	395,676.3 ft <sup>2</sup>	9.08 ACRES
VEGETATION:	504,623.5 ft <sup>2</sup>	11.58 ACRES
POND:	7,834.8 ft <sup>2</sup>	0.18 ACRES
TOTAL:	908,134.6 ft <sup>2</sup>	20.85 ACRES
IMPERVIOUS AREA:	50,379.1 ft <sup>2</sup>	1.16 ACRES

PROPOSED IMPROVEMENTS		
NEW BUILDINGS:	4,706 ft <sup>2</sup>	
EX. IMPERVIOUS	3,780.56 ft <sup>2</sup>	0.08 ACRES
NEW IMPERVIOUS	925.44 ft <sup>2</sup>	0.02 ACRES
PRE DEV IMPERVIOUS:	50,379.1 ft <sup>2</sup>	1.16 ACRES
POST DEV IMPERVIOUS:	51,304.59 ft <sup>2</sup>	1.17 ACRES

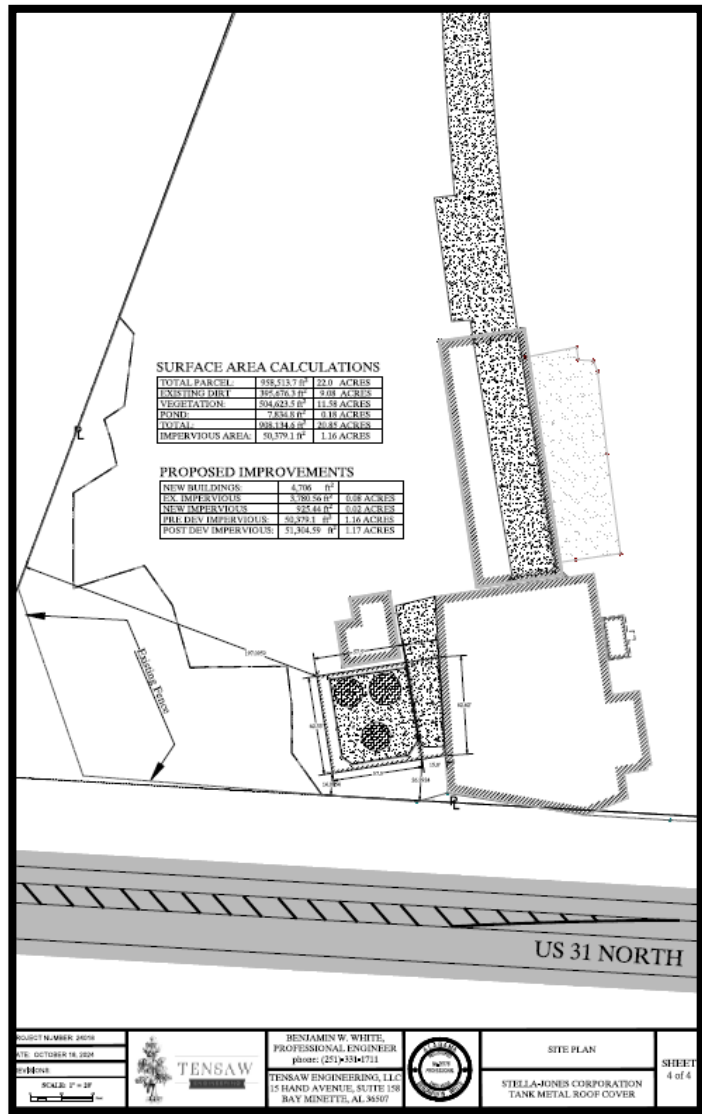
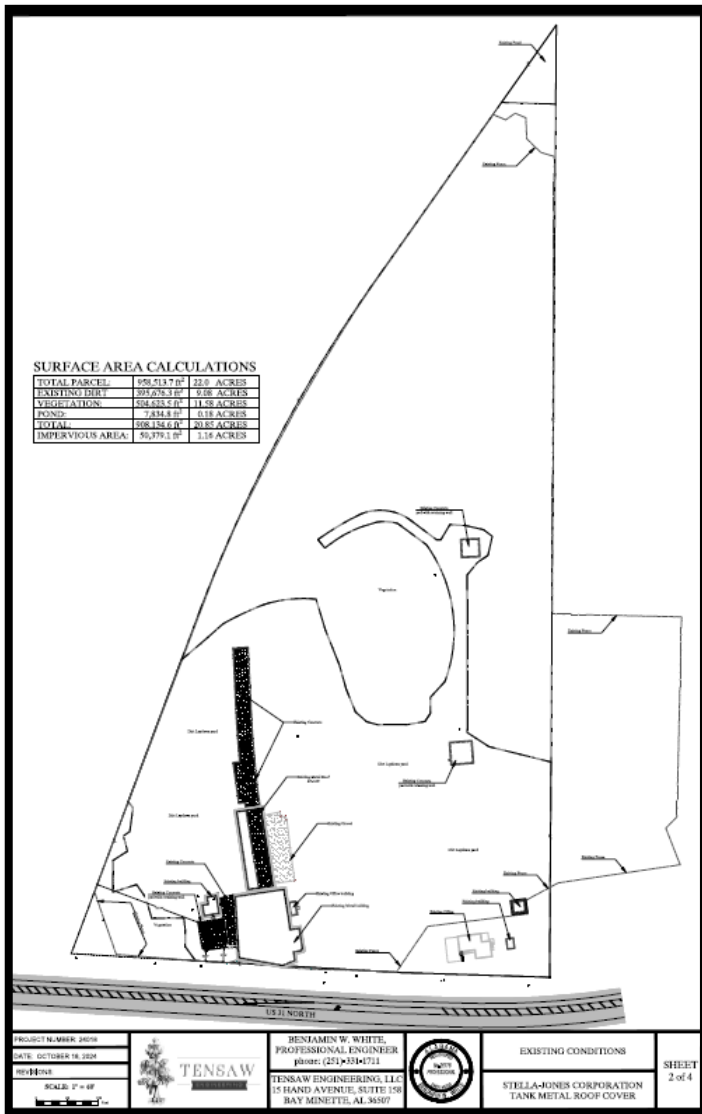
### Site Calculations

SP-24003, Stella-Jones Corporation Site Calculations			
Subject Property Site Totals		958,514 ±ft <sup>2</sup>	22.00 ± acres
Site Use/Type	±Square Footage	Lot Coverage	Notes
Existing Structure(s)	20,636 ±ft <sup>2</sup>	2.15%	Structures per Revenue Department
Proposed Structure(s)	4,706 ±ft <sup>2</sup>	0.49%	Metal Roof Cover
<b>Total Building Coverage</b>	<b>25,342 ±ft<sup>2</sup></b>	<b>2.64%</b>	
Existing Impervious Surface	3,781 ±ft <sup>2</sup>	0.39%	Per Applicant Engineer
Additional Impervious Surface	925 ±ft <sup>2</sup>	0.10%	Per Applicant Engineer
<b>Total Impervious Surface</b>	<b>30,048 ±ft<sup>2</sup></b>	<b>3.13%</b>	
<i>TOTAL Required Landscaped Minimum</i>	<i>143,777 ±ft<sup>2</sup></i>	<i>15.00%</i>	
TOTAL Existing Landscaped Area	0 ±ft <sup>2</sup>	0.00%	
TOTAL Proposed Landscaped Area	0 ±ft <sup>2</sup>	0.00%	
TOTAL Proposed Open Space/Natural Areas	512,458 ±ft <sup>2</sup>	53.46%	Vegetation & Pond per Applicant Engineer
<i>Required Front/Side Yard Landscaping</i>	<i>47,925.69 ±ft<sup>2</sup></i>	<i>5.00%</i>	Not including parking areas
Existing Front/Side Yard Landscaping	- ±ft <sup>2</sup>	0.00%	Unknown/Not Submitted
Proposed Front/Side Yard Landscaping	0 ±ft <sup>2</sup>	0.00%	
Total Off-Street Parking Area	Unknown ±ft <sup>2</sup>	0.00%	Unknown/Not Submitted
<i>Required Parking Landscaped Minimum</i>	<i>Unknown ±ft<sup>2</sup></i>	<i>10.00%</i>	*10% of Total Off-Street Parking Area
Proposed Parking Landscaped Area*	0 ±ft <sup>2</sup>	0.00%	*Only landscaped areas ≥ 90ft <sup>2</sup>
<b>Total Landscaped/Open Space Provided</b>	<b>512,458 ±ft<sup>2</sup></b>	<b>53.46%</b>	

For landscaping, no landscaping calculations were provided, and no new landscaping is proposed. A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space.

There was no information submitted for existing parking and no plans submitted for any modifications to existing parking. *Section 9.2.3.5 Industries, item (a)* Commercial, manufacturing and industrial establishments, not catering to the retail trade, requires one space for each employee on the maximum working shift, plus one space for each vehicle operating from the premises.





The new metal roof is proposed to cover existing chemical tanks/concrete areas to further reduce potential contamination from the tanks during rain events per ADEM guidelines.

2.) *The location, size and character of any common open space, commonly owned facilities and form of organization which will own and maintain any common open space and such facilities.*

Not applicable to this development.

3.) *The use and maximum height, bulk and location of all buildings and other structures to be located on the site.*

Use, height and area of proposed structure appear compliant. The structure is proposed at 4,706 square feet, attaching to the side of an existing structure and covering existing concrete/impervious area. The proposed height of the structure is 38 feet, which is under the 50-foot maximum height requirement.

4.) *The substance of covenants, grants of easements or other restrictions which will be imposed upon the use of the land, buildings and structures, including proposed easements or grants for public utilities or other purposes.*

Not applicable to this development.

5.) *The provisions for disposition of open space, including tree protection, landscaping provisions and buffering requirements.*

For landscaping, no landscaping calculations were provided, and no new landscaping is proposed. Staff used the Revenue Commission information to estimate existing structures. The applicant's engineering firm submitted calculations for the proposed structure, calculations for existing and proposed impervious areas, and total parcel calculations.

A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space. Per calculations submitted by the applicant's engineering firm the site consists of approximately 53.46% of open space/natural areas.

According to *Section 8.09.05 and 8.09.06*, the Planning Commission has the option to waive the requirements for the submittal of certain information for Site Plan applications, including Landscape Plans. As there is no use expansion proposed, only a structural alteration to existing buildings, staff would agree that the submittal of landscape plans at this time are not essential to a proper decision on the project. However, *Section 10.03 Use and Applicability*, states a Site Plan shall not be approved by the Planning Commission without an acceptable landscape plan:

**10.03.01** *The provisions of this Article shall be required for all residential multi-family projects involving the construction of three (3) or more dwelling units including apartments, town homes, condominiums, Planned Unit Developments, subdivisions, all commercial structures, all industrial structures, and other uses as required by the Planning Commission.*

**10.03.02** *Where a change in the following: 1) use of property, 2) occupancy, 3) ownership regardless of name change, or 4) location in any manner to any business or commercial/industrial development it shall be the responsibility of the owner to comply with the provision of this Article within 180 days.*

**10.03.03** *A site or subdivision plan shall not be approved by the Planning Commission without an acceptable landscape plan, as the same is defined pursuant to the provision of this Article.*

The primary Landscaping requirements to consider for the site are detailed below:

**a.) Buffering:**

This parcel abuts M-2 zoned property to the north that is primarily vacant/undeveloped. To the south across Highway 31 is vacant commercial and single-family zoned M-2. Undeveloped, single-family, commercial, and a manufactured home park are to the east zoned M-2 and R-5. Across the railroad to the and west is vacant/undeveloped and single-family zoned B-2 and R-3. Buffer zone requirements shall be based on the proposed developing use and the existing abutting use, regardless of current zoning districts:

*10.11.01(b) "Where an industrial district or use abuts any part of a business district or use, a public or semi-public use, mixed-use or multi-family residential district or use, a buffer zone of 20 feet shall be required."*

*10.11.01 (c) "Where an industrial district or use abuts any part of a two-family or single-family residential district or use, a buffer zone 30 feet wide shall be required."*

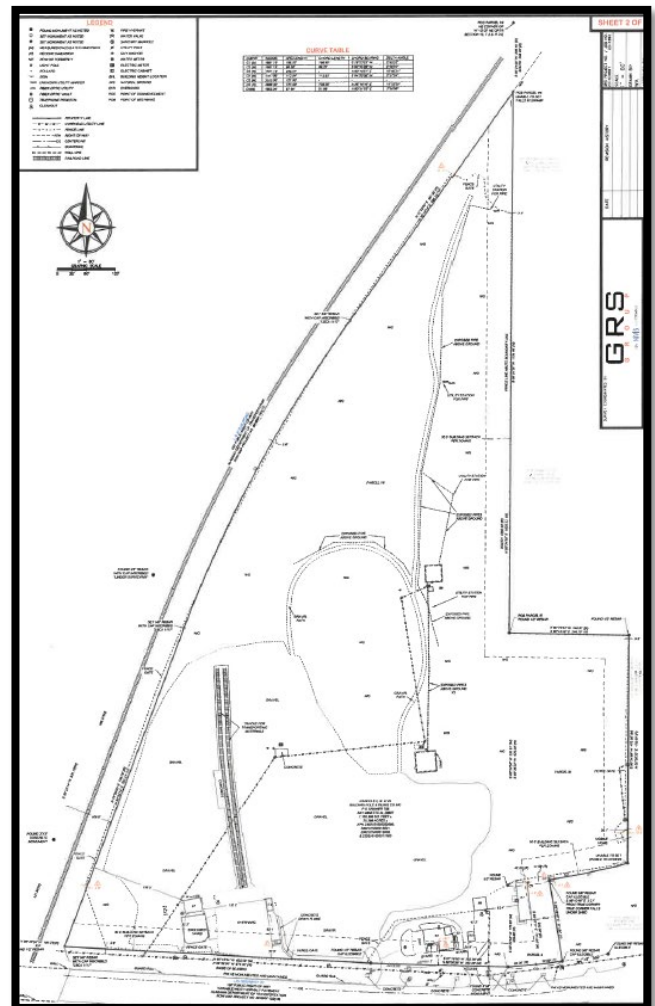
There appears to be compliant buffering existing as natural forest and some fencing that is supplemented with extensive natural forest/plantings that keep the facility screened from adjacent properties.

**b.) Open Space & Landscape Provisions // General:**

A minimum of 15% total lot area must be landscaped or maintained as open green space, which is approximately 143,777 square feet of the total site. Submitted calculations include 512,458 square feet of maintained/open green space or undisturbed natural forest area which is 53.46% of the site.

**c.) Tree Protection Zone / Removal / Replacement:**

Not applicable to this development, no trees are proposed for removal.



**d.) Greenbelt Zone:**

The property is located in the Greenbelt Zone, however, due to Hwy 31 right-of-way, the existing structures and fencing are located at or near the property line making greenbelt plantings highly impractical if not totally unattainable. Where there is sufficient area for greenbelt plantings (near the SW corner of the property) there is existing natural forest area for approximately 180ft of the property line.

**e.) Landscape Provisions // Off-Street Parking:**

*Section 9.2.3.5 Industries, item (a)* Commercial, manufacturing and industrial establishments, not catering to the retail trade, requires one space for each employee on the maximum working shift, plus one space for each vehicle operating from the premises. As noted above, there was no information submitted for existing parking and no plans submitted for any modifications to existing parking.

**6.) *In the case of plans which call for development over a period of years, a schedule showing the proposed times within which applications for building permits are intended to be filed.***

Not applicable to this development.

**7.) *Where required by the Alabama Department of Transportation ("ALDOT"), the Building Official shall be provided proof that the applicant has submitted a driveway permit application to ALDOT. In the event that any type of traffic study is required by the ALDOT, copies thereof shall be provided to the Building Official.***

There is existing site access from Hwy 31, which is under the jurisdiction of ALDOT, however, as there is no additional access being proposed and no use expansion proposed, staff does not anticipate ALDOT review will be applicable.

**8.) *Front and side architectural elevations.***

*Section 8.6 Metal Buildings* is not applicable to this development as there is no metal or other siding proposed for the structures. They will be open-air roofing systems only, supported by beams and not enclosed with walls.

**9.) *The location and size of all signs to be located on the site. In the event that a sign is pre-existing and fails to conform to the requirements as set forth in this ordinance, site plan approval will be granted only under the condition that all signs will comply with the regulations as set forth in the sign ordinance.***

Current submittals do not include proposals for new or altered signage, however, signage will require a Sign Permit prior to construction/installation and staff will review for compliance with the full sign ordinance at that time.

**10.) *Landscape plans.***

As noted above, no landscaping/impervious calculations were provided, and no new landscaping is proposed. A minimum of fifteen percent (15%) of the total lot area shall be landscaped or maintained as open green space. Submitted calculations include approximately 512,458 square feet of open space/natural areas which is approximately 53.46% of the site.

**11.) *Any additional data, plans or specifications which the applicant or the City believes is pertinent and which will assist in clarifying the application including, but not limited to plans for screening, lighting and space, surface drainage, erosion and sediment control, water and sewer connections, landscaping, and signs.***

**a.) Structure Location/Setbacks:**

The proposed structure is well within the required setbacks for M-2.

**b.) Off-Street Parking:**

As noted above, *Section 9.2.3.5 Industries, item (a)* Commercial, manufacturing and industrial establishments, not catering to the retail trade, requires one space for each employee on the maximum working shift, plus one space for each vehicle operating from the premises. As noted above, there was no information submitted for existing parking and no plans submitted for any modifications to existing parking. Due to the size of the site, the existing use and in consideration that there is no expansion of the use proposed, the site appears to be compliant with off-street parking provisions.

## STAFF RECOMMENDATION

Overall, the proposed structure appears to be generally compatible with the intent of the Zoning Ordinance with minor impacts on the site. The new metal roof covering is proposed to be approximately 3,584 square feet with 925.5 square feet of new impervious surface area. The purpose of the proposed roof cover is to further reduce potential contamination from chemical tanks during rain events per ADEM guidelines. Based on the submitted information and the analysis above, Staff recommends that the proposed site plan approval request to cover existing chemical storage tanks and concrete area with a metal roof be *Approved*.

## PLANNING COMMISSION ACTION

For Site Plan Approval, no public hearing is required.

The Planning Commission makes the final decision and has the option to:

- Approve the Site Plan as presented
- Approve the Site Plan with conditions, stating the conditions required
- Deny the Site Plan, with stated factors for the denial
- Table the Site Plan Request, due to lack of information

Upon approval of the site plan, either as submitted or with changes and/or special conditions required by the Planning Commission, the Building Official may issue a building permit for a portion or all of the proposed development; provided that the application is in compliance with all applicable City, County, State and Federal requirements.

- 8.9.10.4 *Site Plan requests that are tabled, will not receive further review by the Planning Commission until all additional information requested has been received and reviewed for compliance by the Planning Department.*
- 8.9.10.5 *Site Plan requests that are denied will not receive further review by the Planning Commission until all noted deficiencies have been addressed and revised documentation received and reviewed for compliance by the Planning Department.*
- 8.9.10.6 *Any resubmittals, revisions, additional information or permit applications related to the application must be received within 180 days from the date of Planning Commission action, or a new Site Plan Application will be required. One request for Site Plan Approval Extension of up to 180 days will be reviewed administratively.*

**Planning Commission members,**

The applicant, Stella-Jones, is requesting approval to add a new metal roof covering over existing tanks located at 1101 N US Hwy 31. The existing site is approximately 22 acres which is primarily a dirt laydown yard with natural trees and vegetative cover. The break down of the total parcel area into permeable and impervious surfaces is below for reference.

<b>Parcel Total Area (sq. ft.)</b>	<b>958513.68</b>
Permeable Surface	908134.59
Impervious Surface	50379.09

Permeable Surface	Area (sq. ft.)	Impervious Surface	Area (sq. ft.)
Existing Dirt Laydown Yard	395676.33	Ex. Buildings, concrete, etc	50379.09
Natural Vegetative Cover	504623.48		
Pond	7834.78		
<b>Total:</b>	<b>908134.59</b>		

The proposed metal roof covering will increase the total impervious surface of the site by 925.5 sq. ft. (0.018 %). The permeable surface of the site will decrease from 908134.59 sq. ft. to 907209.09 sq. ft. (0.001 %)

The applicant's intent of this project is to further limit potential contamination of stormwater by covering the existing chemical tanks. The site is permitted through ADEM's Water Division under Permit # AL0059943. Currently the tanks are contained by a concrete retaining wall designed to hold 110% of the largest tanks capacity for spill prevention. The retaining wall has valves which remain closed so all stormwater is caught inside. Per the ADEM permit, the applicant must visually inspect the water inside the wall after rain events and may only discharge according to the following conditions: **THE DISCHARGE SHALL HAVE NO SHEEN, AND THERE SHALL BE NO DISCHARGE OF VISIBLE OIL, FLOATING SOLIDS OR VISIBLE FOAM IN OTHER THAN TRACE AMOUNTS.**

If any of these conditions apply the water cannot be discharged. The permit further states the steps to properly dispose of any contaminated water. Additionally, the applicant must submit monthly Discharge

---

Monitoring Reports (DMR) to ADEM for compliance. A search of the ADEM eFile records site shows no enforcement actions for this site under the current or prior owner. The only records returned are DMR's and permit renewals. In conversations with the Plant Manager, Ray Long, there have been no ADEM enforcement actions at this site.

Regardless of the stellar track record of this site and no water contamination issues, the applicant would like to further protect the site and environment with the installation of the proposed roof covering. The new roof would prevent stormwater from contacting the storage tanks and greatly reduce the accumulation of water inside the retaining wall. The risk of spilling any potential contaminated water while transporting to disposal is also minimized vs leaving the tanks uncovered.

The proposed roof covering will be approximately 3,384 sq. ft. total with 925.5 sq. ft. of that being new impervious surface area. The roof will have gutters to direct stormwater. If we count the entire proposed new roof area for impervious calculations the increase of 0.06 % is less than the margin of error of drainage calculations. With the large permeable area of this site we do not recommend any drainage improvements be required as no significant increases in runoff will result from this roof addition.



# City of Bay Minette

## Site Plan Review Application

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@cityofbayminetteal.gov

### Office Use Only

Case No.: \_\_\_\_\_

Fee: \$500.00

Paid:  Cash  Check  
 Credit Card

Are you the property owner?  Yes  No  
(If you are not the property owner, you must submit an Agent Authorization Form signed by the property owner)

Applicant Name: Southeastern Erectors Date: 08/29/2024

Mailing Address: 4300A Poppo Ferry Rd

City: D'Iberville State: MS Zip Code: 39540

Phone Number: 228-297-8403 Email: kevin@southeasternerectors.com

### Site Information

Property Address: 1101 N Us Highway 31

or Property Location: \_\_\_\_\_

\*Parcel No.: 05-23-02-10-1-000-002.00 \*PPIN No.: 68149

*\*Parcel or PPIN information must be completed*

Request: Cover existing concrete structure with roof system to help with water containment and epa guidelines for treatment storage tanks

This is to prevent runoff that is required to be treated if not contained. This allows Stella-Jones to be better at containing possible contaminated runoff water.

I, the undersigned, do hereby request the City of Bay Minette Planning Commission to grant a Site Plan Review for the location to determine if it meets the regulations of the **Zoning Ordinance** for the reason(s) stated above. I understand and authorize City Staff to conduct site visits, as needed in relation to this request.

[Signature] 08/29/2024  
Signature of Applicant (Owner of Property of Authorized Agent) Date

### Submittal Requirements

- Application
- Fee paid in full
- Agent Authorization Form (if applicant is not the owner)
- Complete Legal Description of Property
- Plot Plan or Survey – indicating any existing structures, proposed structures, and setbacks from property lines
- Submittal Requirements listed in 8.9 Site Plan, as applicable

## Paula Bonner

---

**From:** John Byrd <jbyrd@tensawengineering.com>  
**Sent:** Monday, October 21, 2024 3:51 PM  
**To:** Paula Bonner  
**Subject:** Stella Jones - Site Plan Application  
**Attachments:** EXST CONDITIONS - aerial.pdf; EXST CONDITIONS.pdf; Site Plan.pdf; Site Plan-ZOOMED.pdf

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Good afternoon Paula,

I have attached existing conditions and Proposed site plans for the Stella Jones site.

The applicant wishes to cover existing concrete areas with metal roof coverings to further reduce potential contamination from their chemical tanks during rain events. I am putting together a narrative for the site regarding the ADEM guidelines that the site already adheres to along with our explanation that the small impervious surface addition is of no significant drainage impact to the overall site. Please let me know if you have any questions or would like any additional information.

Thank you,  
**John Byrd**  
Tensaw Engineering, LLC  
15 Hand Ave., Suite 158  
Bay Minette, AL 36507  
Cell: 251-377-6225



October 30, 2024

City of Bay Minette Planning & Zoning

Subject: SP-24003 Stella-Jones Site Plan Approval

Planning Commission members,

The applicant, Stella-Jones, is requesting approval to add a new metal roof covering over existing tanks located at 1101 N US Hwy 31. The existing site is approximately 22 acres which is primarily a dirt laydown yard with natural trees and vegetative cover. The break down of the total parcel area into permeable and impervious surfaces is below for reference.

<b>Parcel Total Area (sq. ft.)</b>	<b>958513.68</b>
Permeable Surface	908134.59
Impervious Surface	50379.09

<b>Permeable Surface</b>	<b>Area (sq. ft.)</b>
Existing Dirt Laydown Yard	395676.33
Natural Vegetative Cover	504623.48
Pond	7834.78
<b>Total:</b>	<b>908134.59</b>

<b>Impervious Surface</b>	<b>Area (sq. ft.)</b>
Ex. Buildings, concrete, etc	<b>50379.09</b>

The proposed metal roof covering will increase the total impervious surface of the site by 925.5 sq. ft. (0.018 %). The permeable surface of the site will decrease from 908134.59 sq. ft. to 907209.09 sq. ft. (0.001 %)

The applicant’s intent of this project is to further limit potential contamination of stormwater by covering the existing chemical tanks. The site is permitted through ADEM’s Water Division under Permit # AL0059943. Currently the tanks are contained by a concrete retaining wall designed to hold 110% of the largest tanks capacity for spill prevention. The retaining wall has valves which remain closed so all stormwater is caught inside. Per the ADEM permit, the applicant must visually inspect the water inside the wall after rain events and may only discharge according to the following conditions: THE DISCHARGE SHALL HAVE NO SHEEN, AND THERE SHALL BE NO DISCHARGE OF VISIBLE OIL, FLOATING SOLIDS OR VISIBLE FOAM IN OTHER THAN TRACE AMOUNTS.

If any of these conditions apply the water cannot be discharged. The permit further states the steps to properly dispose of any contaminated water. Additionally, the applicant must submit monthly Discharge

15 Hand Avenue, Suite 158  
Bay Minette, AL 36507

John Byrd, Ph. (251)-377-6225  
Ben White, P.E., Ph. (251)-331-1711



Monitoring Reports (DMR) to ADEM for compliance. A search of the ADEM eFile records site shows no enforcement actions for this site under the current or prior owner. The only records returned are DMR's and permit renewals. In conversations with the Plant Manager, Ray Long, there have been no ADEM enforcement actions at this site.

Regardless of the stellar track record of this site and no water contamination issues, the applicant would like to further protect the site and environment with the installation of the proposed roof covering. The new roof would prevent stormwater from contacting the storage tanks and greatly reduce the accumulation of water inside the retaining wall. The risk of spilling any potential contaminated water while transporting to disposal is also minimized vs leaving the tanks uncovered.

The proposed roof covering will be approximately 3,584 sq. ft. total with 925.5 sq. ft. of that being new impervious surface area. The roof will have gutters to direct stormwater. If we count the entire proposed new roof area for impervious calculations the increase of 0.06 % is less than the margin of error of drainage calculations. With the large permeable area of this site we do not recommend any drainage improvements be required as no significant increases in runoff will result from this roof addition.

Sincerely,

John C. Byrd





# City of Bay Minette

## Planning & Development Services

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · [COBM\\_Planning@cityofbayminetteal.gov](mailto:COBM_Planning@cityofbayminetteal.gov)

### NOTICE OF PUBLIC MEETING

#### **Case No. SP-24003, Stella-Jones Corporation Property Site Plan Approval Request for a Metal Roof to Cover Existing Tank Area**

Notice is hereby given that the City of Bay Minette Planning Commission will conduct a public meeting for Case No. SP-24003, Stella-Jones Corporation property related to a Site Plan Approval request for a metal roof to cover an existing tank area. The subject property, located at 1101 N US Highway 31, is approximately 22± acres in total and identified as Parcel I.D. 05-23-02-10-1-000-002.000, PIN 61849. A map can be found on the back of this notice.

The Bay Minette **Planning Commission** will review the request during its regularly scheduled meeting on **Thursday, November 14, 2024** beginning at 8:00 a.m. in the Council Chambers of Bay Minette City Hall located at 301 D'Olive Street, Bay Minette, AL 36507.

The application materials will be available for public review at Bay Minette City Hall. If you desire to speak with someone by telephone about this application, please contact Planning & Development Services at (251) 580-1650. If you desire to submit comments, please email to [COBM\\_Planning@cityofbayminetteal.gov](mailto:COBM_Planning@cityofbayminetteal.gov) or address your correspondence to:

City of Bay Minette Planning & Development Services  
301 D'Olive Street  
Bay Minette, AL 36507

Please include the case number noted above in all correspondence. If you desire to address the Planning Commission in person about this application, please attend the public meeting at the time and location listed above.

*Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or those requiring language translation services should contact Planning & Development Services.*

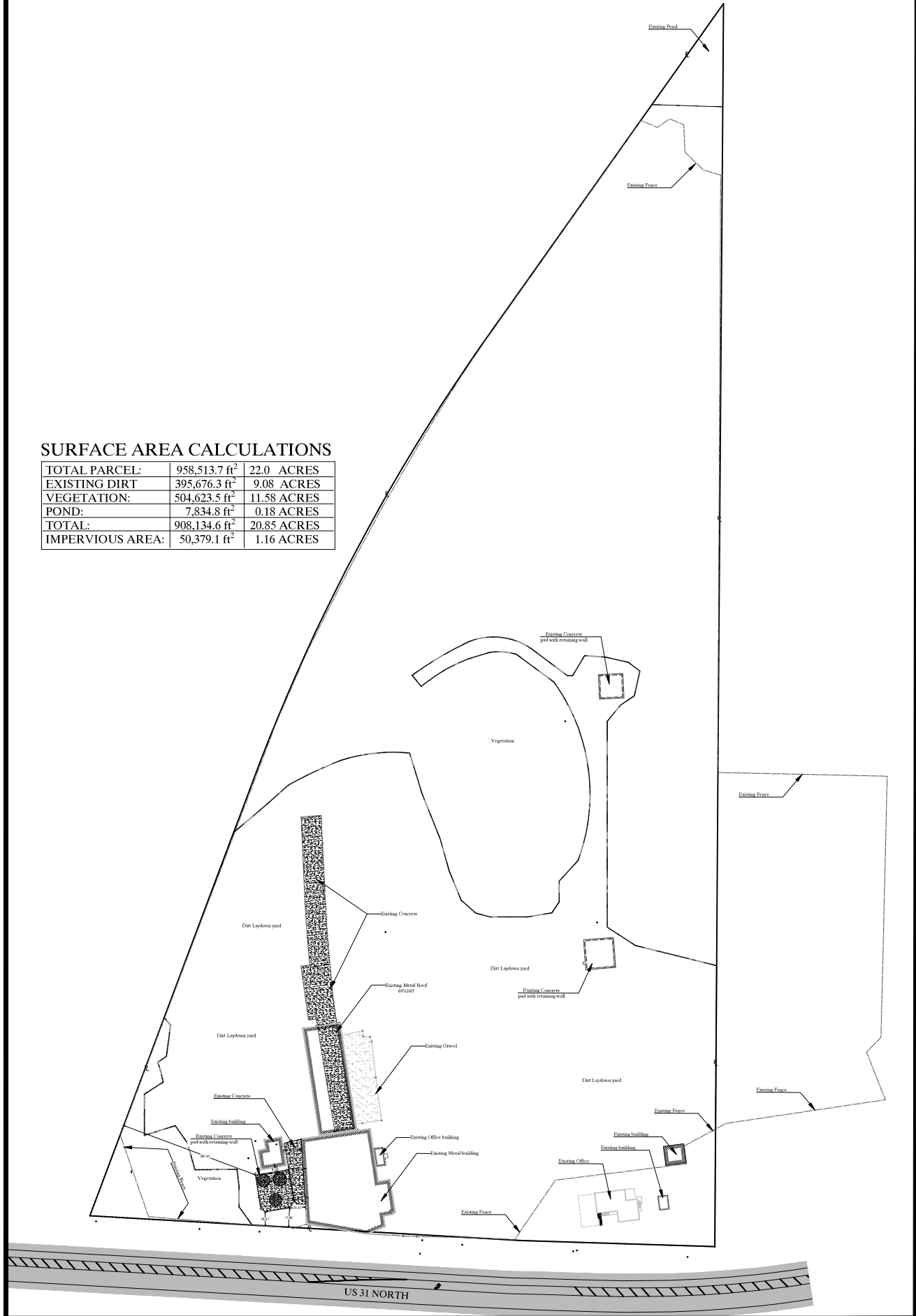
\*\* See Reverse for Map

Notice Date –October 24, 2024



**SURFACE AREA CALCULATIONS**

TOTAL PARCEL:	958,513.7 ft <sup>2</sup>	22.0 ACRES
EXISTING DIRT	395,676.3 ft <sup>2</sup>	9.08 ACRES
VEGETATION:	504,623.5 ft <sup>2</sup>	11.58 ACRES
POND:	7,834.8 ft <sup>2</sup>	0.18 ACRES
TOTAL:	908,134.6 ft <sup>2</sup>	20.85 ACRES
IMPERVIOUS AREA:	50,379.1 ft <sup>2</sup>	1.16 ACRES



PROJECT NUMBER: 24018
DATE: OCTOBER 18, 2024
REVISIONS:
SCALE: 1" = 60'
November 14, 2024



BENJAMIN W. WHITE,  
PROFESSIONAL ENGINEER  
phone: (251)-331-1711  
TENSAW ENGINEERING, LLC  
15 HAND AVENUE, SUITE 158  
BAY MINNIE, AL 36507



EXISTING CONDITIONS  
STELLA-JONES CORPORATION  
TANK METAL ROOF COVER

SHEET 2 of 4  
Page 27 of 29

**SURFACE AREA CALCULATIONS**

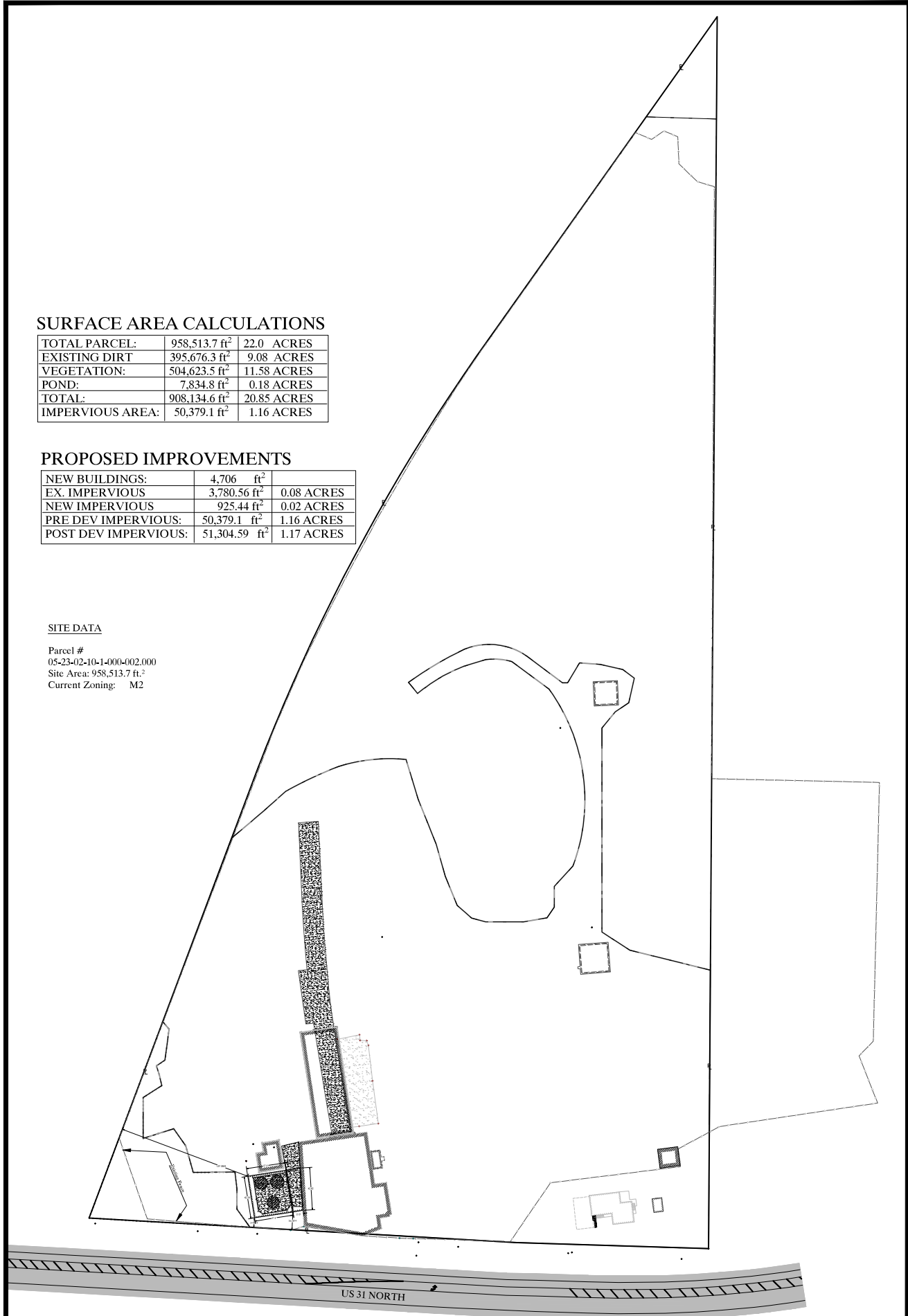
TOTAL PARCEL:	958,513.7 ft <sup>2</sup>	22.0 ACRES
EXISTING DIRT	395,676.3 ft <sup>2</sup>	9.08 ACRES
VEGETATION:	504,623.5 ft <sup>2</sup>	11.58 ACRES
POND:	7,834.8 ft <sup>2</sup>	0.18 ACRES
TOTAL:	908,134.6 ft <sup>2</sup>	20.85 ACRES
IMPERVIOUS AREA:	50,379.1 ft <sup>2</sup>	1.16 ACRES

**PROPOSED IMPROVEMENTS**

NEW BUILDINGS:	4,706 ft <sup>2</sup>	
EX. IMPERVIOUS	3,780.56 ft <sup>2</sup>	0.08 ACRES
NEW IMPERVIOUS	925.44 ft <sup>2</sup>	0.02 ACRES
PRE DEV IMPERVIOUS:	50,379.1 ft <sup>2</sup>	1.16 ACRES
POST DEV IMPERVIOUS:	51,304.59 ft <sup>2</sup>	1.17 ACRES

SITE DATA

Parcel #  
05-23-02-10-1-000-002.000  
Site Area: 958,513.7 ft.<sup>2</sup>  
Current Zoning: M2



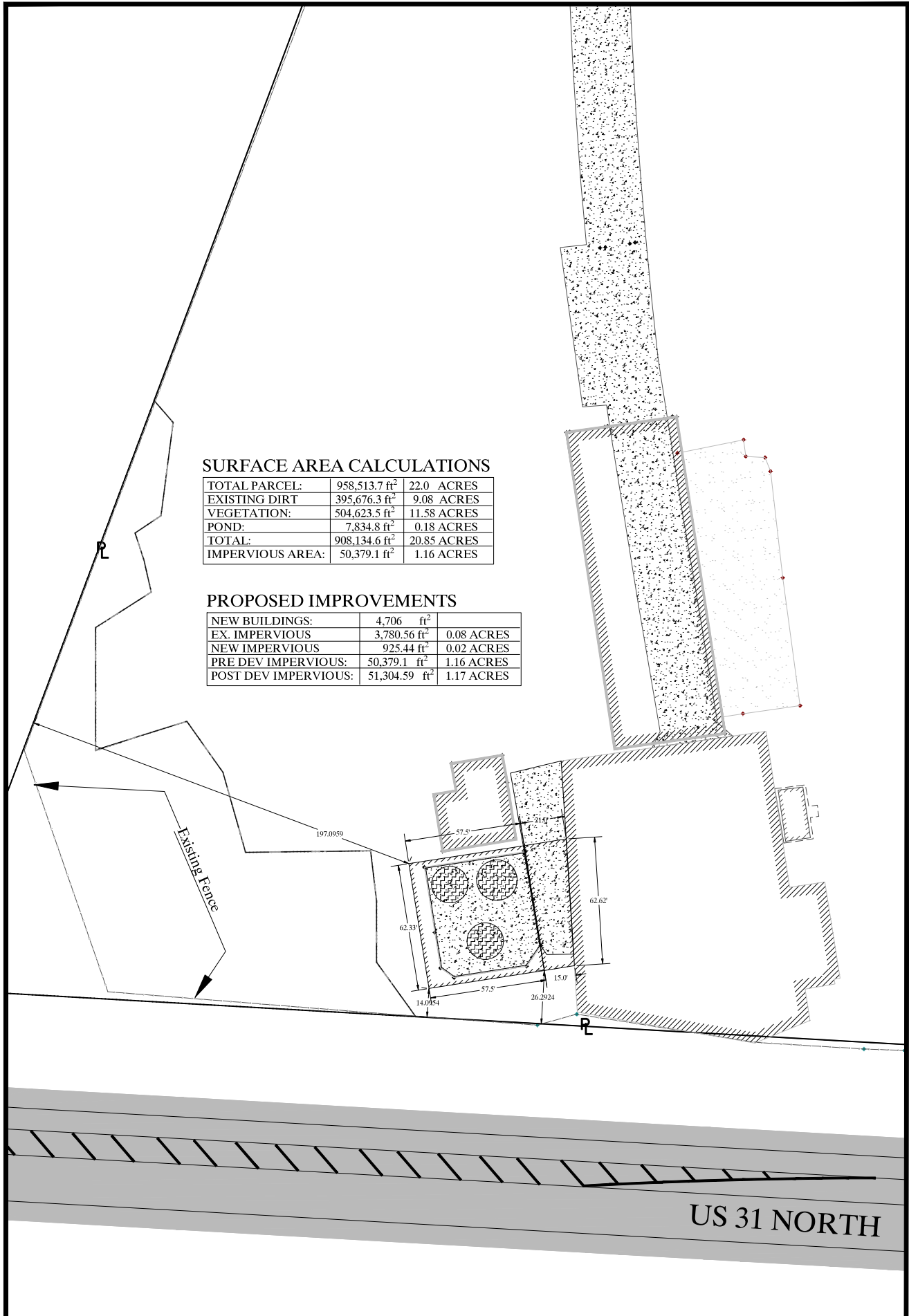
PROJECT NUMBER: 24018		BENJAMIN W. WHITE, PROFESSIONAL ENGINEER phone: (251)-331-1711		SITE PLAN	SHEET 3 of 4
DATE: OCTOBER 18, 2024		TENSAW ENGINEERING, LLC 15 HAND AVENUE, SUITE 158 BAY MINETTE, AL 36507		STELLA-JONES CORPORATION TANK METAL ROOF COVER	
REVISIONS:					
SCALE: 1" = 60'					
November 14, 2024		Planning Commission Regular Meeting Agenda Packet			Page 28 of 29

**SURFACE AREA CALCULATIONS**

TOTAL PARCEL:	958,513.7 ft <sup>2</sup>	22.0 ACRES
EXISTING DIRT	395,676.3 ft <sup>2</sup>	9.08 ACRES
VEGETATION:	504,623.5 ft <sup>2</sup>	11.58 ACRES
POND:	7,834.8 ft <sup>2</sup>	0.18 ACRES
TOTAL:	908,134.6 ft <sup>2</sup>	20.85 ACRES
IMPERVIOUS AREA:	50,379.1 ft <sup>2</sup>	1.16 ACRES

**PROPOSED IMPROVEMENTS**

NEW BUILDINGS:	4,706 ft <sup>2</sup>	
EX. IMPERVIOUS	3,780.56 ft <sup>2</sup>	0.08 ACRES
NEW IMPERVIOUS	925.44 ft <sup>2</sup>	0.02 ACRES
PRE DEV IMPERVIOUS:	50,379.1 ft <sup>2</sup>	1.16 ACRES
POST DEV IMPERVIOUS:	51,304.59 ft <sup>2</sup>	1.17 ACRES



PROJECT NUMBER: 24018  
 DATE: OCTOBER 18, 2024  
 REVISIONS:  
 SCALE: 1" = 20'  
 November 14, 2024



BENJAMIN W. WHITE,  
 PROFESSIONAL ENGINEER  
 phone: (251)-331-1711  
 TENSAW ENGINEERING, LLC  
 15 HAND AVENUE, SUITE 158  
 BAY MINETTE, AL 36507



SITE PLAN  
 STELLA-JONES CORPORATION  
 TANK METAL ROOF COVER

SHEET  
 4 of 4  
 Page 29 of 29