

# City of Bay Minette

# **Planning Commission**

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

### **AGENDA**

October 10, 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, notate they wish to speak and follow the Procedures for Addressing the Planning Commission.
- 4.) Approval of Minutes for the September 12, 2024, Regular Meeting
- 5.) Disclosure of Prior Communications and/or Conflicts of Interest
- 6.) Old Business
- 7.) New Business
  - a.) SP-24004, Koestler Property Renewal of Temporary Use Permit

Disclosure of Prior Communications and/or Conflict of Interest

Request: Renewal of Temporary Use Permit TUP-23001 for Oak Cove

Location: 175 Dickman Rd, PINs: 219507, 83581

- b.) 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 - November 14, 2024\*\*



# **Bay Minette Planning Commission Regular Meeting Minutes**

### Minutes September 12, 2024

Monthly Meeting No. 9

The City of Bay Minette Planning Commission met in Regular Session on Thursday, September 12, 2024. The meeting was called to order at 8:03 a.m. by Chairman Todd Stewart, in the Council Chambers located in Bay Minette City Hall, at 301 D'Olive Street, Bay Minette, Alabama; this being the proper place, date and hour as advertised to hold such meeting.

#### IN ATTENDANCE At 8:00 a.m. the following members were present, and a quorum established

Todd Stewart, Chairman Rob Madison, Building Official/Commission Member Ray Clark, Commission Member William Taylor, City Council/Commission Member Earl Emmons, Commission Member Jim Faulkner, Commission Member

### Commission Members absent

Robert A. "Bob" Wills, Mayor Hiram Templeton, Commission Member Neal Covington, Vice-Chairman

#### Commission Members late

None

### Other persons in regular attendance

Scotty Lewis, Attorney Tammy Smith, City Administrator Clair Dorough, City Planner Paula Bonner, Planner Associate Kristina Pittman, North Baldwin Chamber of Commerce

**GUESTS** None

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 August 8, 2024, Regular Meeting

> Commission Member Clark made a motion to approve the August minutes as written. The motion was seconded by Commission Member Emmons and carried unanimously.

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

ITEM 6. Old Business

### a.) By-law Adoption

Mrs. Dorough reported on the proposed By-Law adoption, referencing Exhibit A and Exhibit B. There was discussion regarding the addition of an electronic meeting policy and procedures, a change in the annual meeting month from July to May, and the addition of two (2) extraterritorial members from a 2015 Act which increases Planning Commission membership from nine (9) to eleven (11) members, which revises the quorum requirement from five (5) to six (6). Mrs. Dorough also introduced the new Planning Commission member in attendance, Mr. Jim Faulkner.

Councilman Taylor made a motion to approve and adopt the By-Laws as submitted. The motion was seconded by Commission Member Clark and carried unanimously.

### ITEM 7. New Business

### a.) Updates & Upcoming Cases

- Update on Quinley Oaks Subdivision
- Stella Jones upcoming proposed roofing system over existing tanks
- Upcoming pre-application meeting for proposed rezoning/minor subdivision on Moran Street
- Proposed minor two (2) lot subdivision on Marks Avenue

### ITEM 8. Reports

- a.) Mayor/Council Report None
- b.) Attorney None
- c.) Commissioners Chairman Stewart thanked new Commission Member Faulkner for his attendance. There was also discussion regarding code enforcement procedures and notice of actions.
- d.) Planning Staff Mrs. Dorough announced that there will be a Worksession on the Comprehensive Plan right after this meeting. She also noted the handouts she provided for commission members, which include the Comprehensive Plan Survey and a related article from the American Planning Association newsletter.
- e.) Public Comment Mrs. Pittman reported on upcoming Chamber events.

| <b>ITEM 9.</b> With no further business, Cha | airman Stewart adjourned the meeting at 8:37 am. |
|--|--|
|--|--|

|                                 | DONE THIS THE 12 <sup>TH</sup> DAY OF September 2024 |
|---------------------------------|--|
|                                 | Chairman, Todd Stewart                               |
| ATTEST:                         |  |
| Paula Bonner, Planner Associate |  |

### Motion Summary:

### Item 4.) Approval of the August 8, 2024, Regular Meeting Minutes:

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

#### Item 6.) a.) By-Law Adoption:

Councilman Taylor made a motion to approve and adopt the By-Laws as submitted. The motion was seconded by Commission Member Clark and carried unanimously.



# **City of Bay Minette**

# **Planning & Development Services**

### PLANNING COMMISSION STAFF ANALYSIS

Planning Commission Meeting Date: October 10, 2024 Case Number: SP-24004, Renewal of TUP-23001

City Council Meeting Date: October 21, 2024 Proposed Renewal Term: 10/26/2024 – 10/26/2025

### APPLICATION SUMMARY

Project Name: Kevin Koestler Property Temp Use Permit Renewal

Property Location: 169 & 175 Dickman Road

Property PID/PPIN: 05-23-05-21-1-000-023.007 // 219507

**Property PID/PPIN:** 05-23-05-21-1-000-023.001 // 83581

**Property Size:** 4.89± acres

Requested Action: Renewal of Existing Temporary Workforce

Housing Facility/RV Occupancy in existing Manufactured Home Park

Applicant / Owner: Kevin M. Koestler

| Subject Properties | Zoning   | Existing Land Use  |
|--------------------|----------|--|
| SP-24004           | B-2, R-5 | Manufactured Home Park & Office                                  |
| Adjacent Property  | Zoning   | Existing Land Use  |
| North              | B-2, M-1 | Commercial – Vacant Commercial, Bay Tires, Elite Technician Mgmt |
| South              | M-2      | Industrial - International Paper                                 |
| East               | B-2, R-3 | Public Use – Baldwin County Highway Dept Area 100 Facilities     |
| West               | B-2      | Commercial – Vacant car wash, Cockrell's                         |

### SITE AND REQUEST SYNOPSIS

The subject property, which consists of two parcels containing a total of 4.89± acres, is located on the North side of Dickman Road approximately 275 feet East of the Hwy 59/S US Hwy 31 intersection. The properties contain an existing Manufactured Home Park (MHP) that has been in place for decades. PIN 83581 was rezoned in 2023 (Z-23005/Ordinance 1037) from R-3, Higher Density Single Family Residential to R-5, Manufactured Home Residential District to make the MHP a legal use and allow for the original Temporary Workforce Housing Facility approval (TUP-23001). The applicant is the current property owner: Kevin M. Koestler, who is requesting to renew the Temporary Workforce Housing Facility in the existing Manufactured Home Park. The original TUP was approved by City Council with a one-year term expiring on 10/25/2024. If approved, the renewal would allow for operation through 10/26/2024.

The original TUP approval authorized the facility to accommodate RVs brought in by Novelis-related workforce. The site currently contains 42 total spaces with 4 currently occupied by manufactured homes. The most recent count of RV-occupied spaces was 24, but that is a fluid number due to the transient nature of RVs/construction work. The sites were previously equipped with 50/30/20 amp electrical pedestals, sewer upgraded to 4-inch lines and freeze-proof potable water connections. Each space is approximately 45' x 80' and limited to two parking spaces. There is an existing 40-foot-wide asphalt road traversing the site with two ingress/egress points onto Dickman Road. Included as part of the staff report is the written narrative provided by the applicant detailing the renewal request as required by *Section 9.09.09* of the *Zoning Ordinance*. Also included is the applicant's original narrative detailing the site conditions, proposed temporary use and compliance with regulations.

### ZONING DISTRICT AND TABLE OF PERMITTED USES

### **CURRENT ZONING DISTRICT**

**6.2.6** *R-5, Manufactured Home Residential District* The intent of this district is to provide space at appropriate locations consistent with community objectives for the establishment of permanent manufactured home parks or subdivisions and for the amenities conducive to an adequate living environment. Public or private community water and sewer facilities are required except where lots are equal to Health Department requirements for private wells and septic systems.

**6.3.2** <u>B-2, General Business District.</u> This district is intended to provide opportunity for activities causing noise and heavy traffic, not considered compatible in the more restrictive business district. These uses also serve a regional as well as a local market and require location in proximity to major transportation routes. Recreational vehicle parks, very light production and processing activities are included.

| 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 |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Manufactured home   |     |     |     |     |     | R   |     |     |     |     |
| Manufactured home park  |     |     |     |     |     | R   |     |     |     |     |
| Manufactured home subdivision   |     |     |     |     |     | R   |     |     |     |     |
| Temporary Workforce Housing Development   | TUP |     |     |     |     |     | TUP | TUP | TUP | TUP |
| Temporary Workforce Housing Development in existing Manufactured Home Park or RV Park |     |     |     |     |     | TUP |     | TUP | TUP |     |

# **DEPARTMENT AND AGENCY COMMENTS**

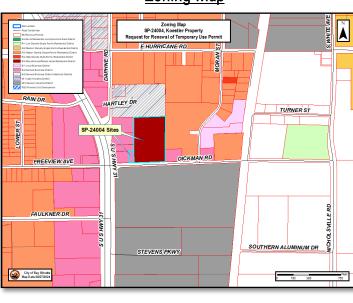
North Baldwin Utilities – No comments or issues. Bay Minette Public Works – No comments or issues. Bay Minette Police Department – No comments or issues. Bay Minette Building Official – No issues, no open CE cases Baldwin County E-911 – N/A ALDOT-N/A

Bay Minette Fire Department – "He met the outstanding requirements from last time, but he changed his sign out and no longer has the street address posted. Other that that no issues from us."

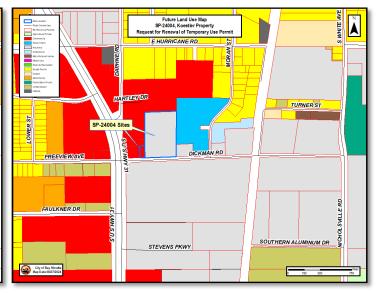
**City Administration:** "I have reviewed the request as well as Ordinance 1035 and it appears to be in compliance."

### **MAPPING**

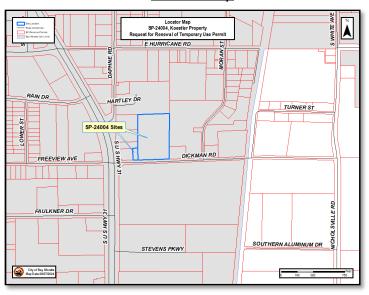
# Zoning Map



# **Future Land Use Map**



# **Locator Map**



Site Map



### STAFF ANALYSIS

The Planning Commission shall review and make a recommendation to the City Council for the issuance/renewal of a Temporary Use Permit. A permit may be approved or denied based on the criteria herein, including the compatibility with surrounding land uses and compliance with the Zoning Ordinance to ensure the Temporary Work Force Housing Facility use and activities do not negatively impact surrounding property or create public health and safety hazards.

### Standards for Temporary Work Force Housing Facilities as part of Existing Manufactured Home Park or Recreational Vehicle Park

Temporary Work Force Housing Facilities may be permitted as part of an existing Manufactured/Mobile Home Park or Recreational Vehicle Park in areas designated in the R-5, B-2 or M-1 zoning districts based on review and approval by the Planning Commission and City Council, provided:

- 1. The Manufactured/Mobile Home Park or Recreational Vehicle Park is properly zoned in accordance with the Table of Permitted Uses. *COMPLIANT*
- 2. The units intended as Temporary Work Force Housing Units must meet the criteria as defined herein. **COMPLIANT**
- 3. Placement of Temporary Work Force Housing Units and related facilities shall comply with all setbacks, buffer, and other zoning requirements applicable to the zoning district in which it is located. *COMPLIANT*
- **4.** The Temporary Housing Facility is located along, or with direct access to a paved roadway. If the roadway is not improved, the Developer/Operator would be responsible for construction and paving of said roadway to City, County or State standards, if required based on site location, prior to operation of the Temporary Housing Facility. **COMPLIANT**
- 5. No primary entrances or exits shall direct traffic into adjacent residential districts. **COMPLIANT**
- 6. The Temporary Housing Facility is able to provide accommodations for at least twenty (20) workers and no more than eight hundred (800) workers. **COMPLIANT**
- 7. The density of the Temporary Housing Facility combined with existing sites does not exceed 20 units per acre.

### **COMPLIANT**

- 8. Adequate waste disposal and garbage facilities shall be provided. **COMPLIANT**
- 9. The area used for Temporary Housing Facility must be fenced. **COMPLIANT**
- **10.** The Temporary Housing Facility shall be constructed to minimize erosion, alteration of natural features and removal of vegetation to the greatest extent possible. **COMPLIANT**
- 11. The Temporary Housing Facility must comply with all applicable State and Federal requirements, including the requirements of the Department of Health and/or the Alabama Department of Environmental Management. **NOT APPLICABLE**
- 12. The Temporary Housing Facility shall be provided with adequate parking for residents based on design capacity, to accommodate personal vehicles, work vehicles, and other vehicles and equipment parked on the site. Off-street loading and unloading space for service and supply vehicles shall also be provided with satisfactory ingress and egress for trucks.
- **13.** The Temporary Housing Facility shall provide for adequate access for emergency vehicles, and adequate security for the facility. **COMPLIANT**
- **14.** The Operator of the Temporary Housing Facility is responsible for establishing and enforcing any house rules or regulations for residents. **COMPLIANT**

### Standards for Temporary Work Force Housing Units

Temporary Work Force Housing Units shall comply with the following standards:

1. All Temporary Work Force Housing units shall be designed, sited, constructed, and maintained in accordance with applicable state and local building codes, health codes, and fire codes. It is the responsibility of the Operator and occupants to ensure that all applicable health and safety requirements are met. **COMPLIANT** 

- 2. The Temporary Housing Units or spaces must be numbered in a logical fashion in order to facilitate emergency response and subject to the review of Baldwin County E-911. **COMPLIANT**
- 3. All Temporary Work Force Housing Units provided by the Operator shall be equipped with smoke detectors and carbon monoxide detectors. **NOT APPLICABLE**
- 4. All Temporary Work Force Housing Units provided by the Operator shall have adequate heating, ventilation, and air conditioning systems to maintain safe and healthy living conditions. **NOT APPLICABLE**

### **Application Requirements**

- 1. A written narrative that includes a general description of the operation, including a good faith estimate of the duration of use; a description of the Temporary Housing Units to be used and how the Housing Units are to be set and/or anchored to the ground; a description of how the Units are to be numbered; and a description of the source of potable water supply, method of sewage disposal, method of waste disposal, method of dust control and proposed maintenance of the site. **COMPLIANT**
- 2. A scaled site plan showing the overall dimensions of the site; required setbacks; the location of Housing Units, other structures, parking areas, fences, and landscaping; the location of existing and proposed roads and access ways within and adjacent to the site; and the location of wells, sewage treatment system(s), and waste management areas. **COMPLIANT**
- 3. Plans for essential services, including emergency medical and fire facilities and security services. **COMPLIANT**
- 4. Service Availability Letters for utilities **NOT APPLICABLE**
- 5. A storm water management plan **NOT APPLICABLE**
- 6. A traffic impact analysis, if required by the City's Engineer, to determine if any improvement to City, County or State roadways, including the paving of roadways or the installation of turning lanes, is warranted. If warranted, roadway improvements will need to be installed at the Operator's expense prior to operation of the Facility. **NOT APPLICABLE**
- 7. Copies of the Facility's proposed house rules and regulations, onsite security plan, and on-site emergency management plan (including contingencies for fire, tornado, hurricane and other natural disasters). **COMPLIANT**
- 8. Consent of Landowner. Prior to the approval of any proposed temporary residence under this section, the applicant must demonstrate proof of the consent and approval of the property owner if the property is not owned by the proposed Operator. An Agent Authorization form or lease will suffice. **COMPLIANT**
- Submittals shall include any other information required to meet the minimum standards noted in Sections 9.9.4, 9.9.5 and 9.9.7 as needed by the Planning Commission or City Planner to make an informed decision on the request. NOT APPLICABLE

### **Review Criteria**

The Planning Commission and City Council may attach any conditions or reporting requirements to the Temporary Use Permit that it deems necessary and prudent. A TUP may be issued by the City Council for a temporary use or activity that meets the following criteria:

- 1. The proposed use or activity will be of a temporary nature and will not create a permanent change to the site or surrounding area. **COMPLIANT**
- 2. The proposed use or activity will not create a significant impact on surrounding land uses or the environment. **COMPLIANT**
- 3. The proposed use or activity will comply with all applicable health, safety, and building codes. **COMPLIANT**
- 4. The proposed use or activity will not create a public nuisance or hazard. **COMPLIANT**
- 5. The zoning authority may impose conditions on the issuance of a TUP in order to ensure compliance with the above criteria.

  NOT APPLICABLE

#### Restoration of the Site

For Temporary Work Force Housing Facilities which are permitted as part of an existing Manufactured/Mobile Home Park or Recreational Vehicle Park under *Section 9.9.4(b)*, the applicant shall provide a written plan and agreement setting forth how the Temporary Housing Units will be removed from the site. Within ninety (90) days after the removal of the Facility is complete, a

reclamation report shall be submitted to the City Planner indicating that the site was reclaimed as set forth in the approved reclamation plan. In the event that the site is not restored in accordance with the approved plan, the City Council may call on the surety bond to complete the restoration in a satisfactory manner. Infrastructure installed as part of the Temporary Work Force Facility must be removed from the site and the property restored to a state consistent with the Manufactured Home Park or Recreational Vehicle Park use existing prior to the development of the Facility unless the zoning authority determines the following:

- 1. Allowing the TUP infrastructure to remain promotes the purpose and intent of the Zoning Ordinance and provides an overall benefit to the general health, safety and welfare of the residents of the City; and, **COMPLIANT**
- 2. Allowing the TUP infrastructure to remain does not confer on the applicant any special privilege that is denied by this ordinance to other citizens or other uses, lands, structures, or buildings in the same district; and, **COMPLIANT**
- **3.** Due to the existence of the infrastructure:
  - a.) The existing use has become compliant with the zoning district requirements and other applicable City regulations; or **COMPLIANT**
  - b.) The existing use will become substantially non-compliant due to the removal of the infrastructure; or **COMPLIANT**
  - **c.)** The infrastructure substantially decreases the nonconformity of the Manufactured Home Park or Recreational Vehicle Park use existing prior to the development of the Temporary Work Force Facility. **COMPLIANT**

### Renewal/Extension of Temporary Use Permit

A Temporary Use Permit shall be valid for a period of one (1) year and is renewable in one (1) year increments upon submittal of a request for an extension. The request for an extension must also include a written narrative describing the Facility, its compliance with the requirements contained in Section 9.09 and any conditions placed upon it and demonstrate the continued need for the Facility. In no case shall a Temporary Use Permit or Renewal extend beyond the sunset provisions of Zoning Ordinance Section 9.09 Temporary Workforce Housing Pilot Program.

1. Written narrative describing the Facility, its compliance with the requirements of Section 9.09 and any conditions placed upon it and demonstrate the continued need for the Facility. **COMPLIANT WITH CONDITIONS** 

Per *Section 9.09.11.07*, Operators for facilities with approved temp use permits for workforce housing are required to submit documentation to the City on an ongoing basis for the duration of the term. That reporting condition was not met during the majority of the term, however, the delinquent reports were submitted along with the renewal application. As stated in the Department & Agency Comments section above, Bay Minette Fire Department noted that the applicant had met the outstanding requirements from the original approval and had no issues with the request beyond the recent alteration to the signage that no longer posts the street address. Bay Minette Police Department, Public Works, Administration and North Baldwin Utilities did not have any comments on or issues with the renewal application. The City Building Official/Code Enforcement Officer stated no issues with the request and that there are no open code enforcement cases affiliated with the property. The Planning

### Narrative Submitted by Applicant:

Oak Cove, 175 Dickman Rd., Bay Minette, AL 36507, is a mobile home park comprised of 42 mobile home lots. Of the 42 lots, 32 have been converted to be used as RV sites. Of the 10 remaining lots, 4 lots are vacant, 1 lot has a vacant home and the remaining 5 lots have mobile home tenants.

Oak Cove continues to be operated in accordance with all requirements set forth in the current, approved, existing TUP, which was granted on October 25, 2023, without compromise.

There are no conditions which have been placed regarding its operation.

Department has not received any complaints nor is aware of any objections to the operation or renewal.

The park currently has 22 sites being used by Temporary workers, with reservations for more. Occupancy fluctuates with various Trades working on the different stages of construction at the Mega Site. As each stage of construction ramps up activity at the mega site, more workers with their respective Trade come into the area. The use of sites for Temporary Housing facilities has been up to 30 units at a time.

### STAFF RECOMMENDATION

Over the course of the approved term, the facility's use does not appear to be incompatible or significantly noncompliant with current zoning regulations. The site is an existing Manufactured Home Park with the facilities and infrastructure in place to readily accommodate worker-provided RVs with no apparent concerns noticed during the course of operation.

Based on the submittals from the applicant, comments from City departments and the analysis above, Staff recommends the request for TUP Renewal be *RECOMMENDED FOR APPROVAL WITH THE FOLLOWING CONDITIONS:* 

- 1.) Facility address be posted in accordance with BMFD requirements;
- 2.) The owner/operator shall submit all reports and other documentation as required by Section 9.09; and
- 3.) <u>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.</u>

### PLANNING COMMISSION ACTION

The use of Temporary Work Force Housing Facilities requires approval of a Temporary Use Permit, for which no public hearing is required. The Planning Commission shall review and make a recommendation to the City Council for the issuance/renewal of a Temporary Use Permit. A permit may be approved or denied based on the criteria herein, including the compatibility with surrounding land uses and compliance with the Zoning Ordinance.

The Planning Commission makes a recommendation to City Council and has the option to:

- Recommend Approval of the Temporary Use Permit Renewal as presented.
- Recommend Approval of the Temporary Use Permit Renewal with conditions, stating the conditions required.
- Recommend Denial of the Temporary Use Permit Renewal, with stated factors for the denial
- Table the Temporary Use Permit Renewal Request, due to lack of information

### 9.9.8 Approval

If the TUP is approved, all required City, County and State permits shall be obtained prior to construction/installation of the temporary housing facilities, including, but not limited to, building permits, electrical permits, plumbing permits and mechanical permits. After a TUP is granted, the following shall be provided to the City in conjunction with construction and prior to operation of the Temporary Housing Facility:

- a. The name and address of the onsite manager and contact information.
- b. Copies of required permits or approvals from the Department of Health and/or the Alabama Department of Environmental Management, Baldwin County Commission, Alabama Department of Transportation, and US Army Corps of Engineers.
- c. A plan for the closing of the facility and reclamation of the site, including how structures and equipment will be removed; how trash and construction debris will be removed; how concrete footings and foundations will be removed or buried; how the sewage disposal system will be removed and disposed of; how the site will be graded and re-contoured to blend into the surrounding topography; how topsoil will be replaced and the site seeded with an appropriate seed mix to establish sufficient cover to stabilize the site and prevent erosion, and how unneeded access roads will be re-graded and re-vegetated. Alternatively, if the TUP was issued pursuant to Section 9.9.4(b), the Operator agrees that all recreational vehicles will be removed from the site on or before the expiration of the TUP.
- d. An irrevocable surety bond shall be submitted to the City Administrator in an amount equal to an engineer's estimate of the cost of removing, demolishing and disposing of such Facilities following termination of the use in accordance with the approved plan and shall be held for the duration of the Temporary Work Force Housing Facility operation. The amount of the bond may be reviewed by the City Council on an annual basis and adjusted if needed.

### 9.9.9 Term

A Temporary Use Permit for a Temporary Housing Facility approved in accordance with this Article shall be valid for a period of one (1) year, and is renewable in one (1) year increments upon submittal of a request for an extension and approval in accordance with the provisions of this Article. The request for an extension must also include a written narrative describing the Facility, its compliance with the requirements contained herein and any conditions placed upon it and demonstrate the continued need for the Facility. In no case shall a Temporary Use Permit or Renewal extend beyond the sunset provisions of Section 9.09.



# **City of Bay Minette**

# Site Plan Review Application

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650  $\cdot$  COBM\_ Planning@cityofbayminetteal.gov

| Office Use Only      |  |  |  |
|----------------------|--|--|--|
| Case No.:            |  |  |  |
| Fee: \$500.00        |  |  |  |
| Paid: □ Cash □ Check |  |  |  |
| □ Credit Card        |  |  |  |

| Are you the property owner?   (If you are not the property owner, | Yes □ No<br>, you must submit an Agent Authorization F  | orm signed by the property owner)          |
|---|---|--|
| Applicant Name:   |   | Date:                                      |
| Mailing Address:  |   |  |
| City:   | State:  | Zip Code:                                  |
| Phone Number:   | Email:  |  |
|   | Site Information  |  |
| Property Address:   |   |  |
| or Property Location:   |   |  |
| *Parcel No.:*Parcel or PPIN information must be                   | completed   | *PPIN No.:                                 |
| Request:  |   |  |
|   |   |  |
| for the location to determine if                                  | quest the City of Bay Minette Planning of the <i>Zoning O</i> t Staff to conduct site visits, as needed in                        |  |
| Signature of Applicant (Owner                                     | of Property of Authorized Agent)  | Date                                       |
| Complete Legal Description Plot Plan or Survey – indicates        | n (if applicant is not the owner) on of Property cating any existing structures, proposed st sted in 8.9 Site Plan, as applicable | ructures, and setbacks from property lines |

"The request for an extension must also include a written narrative describing the Facility, its compliance with the requirements contained herein and any conditions placed upon it and demonstrate the continued need for the Facility."

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From: Jason Padgett

Sent: Wednesday, October 2, 2024 8:30 AM

**To:** Clair Dorough; AL Tolbert; Mike Minchew; Steven W. Stewart; Tammy S. Smith; Murray

Stewart; Rob Madison

Cc: COBM\_Planning

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

### I have no issue - It is needed.



JASON M. PADGETT

Chief Executive Officer (CEO)

251.423.3000 cell

251.580.1626 office | ext. 7055

jpadgett@nbumail.com



North Baldwin Utilities <u>www.northbaldwinutilities.com</u> 25 Hand Ave; Bay Minette, AL 36507 251.937.0345 fax



From: Clair Dorough < Clair.Dorough@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:18 AM

**To:** AL Tolbert <AL.Tolbert@CITYOFBAYMINETTEAL.GOV>; Mike Minchew <MMINCHEW@CITYOFBAYMINETTEAL.GOV>; Steven W. Stewart <SWStewart@CITYOFBAYMINETTEAL.GOV>; Jason Padgett <JPadgett@NBUMAIL.COM>; Tammy S. Smith <TammyS.Smith@CITYOFBAYMINETTEAL.GOV>; Murray Stewart <Murray.Stewart@CITYOFBAYMINETTEAL.GOV>; Rob Madison <Rob.Madison@CITYOFBAYMINETTEAL.GOV>

Cc: COBM\_Planning < COBM\_Planning@CITYOFBAYMINETTEAL.GOV>

Subject: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

Mr. Koestler has requested an extension to his Temporary Use Permit that allows for RV Workforce Housing in his existing mobile home park. The extension would be for one additional year. He does have a group of potential buyers for the park.

This request will be presented to the Planning Commission on October 10<sup>th</sup> and the City Council on October 21<sup>st</sup>. Please send any comments on this application by Monday, Oct 7<sup>th</sup> for inclusion in the staff report.

Thank you,

# Clair Dorough City Planner

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

From: AL Tolbert

Sent: Wednesday, October 2, 2024 8:36 AM

**To:** Clair Dorough; Mike Minchew; Steven W. Stewart; Jason Padgett; Tammy S. Smith;

Murray Stewart; Rob Madison

**Cc:** COBM\_Planning

**Subject:** RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

### I have no issues with Mr. Koestler's request.

Chief Al Tolbert
Bay Minette Police Department

403 D'Olive Street Bay Minette, Al 36507

Office: 251-580-1682/ 251-580-2559

Cell Phone: 251-239-0554

Email:al.tolbert@cityofbayminetteal.gov



From: Clair Dorough < Clair.Dorough@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:18 AM

**To:** AL Tolbert <AL.Tolbert@CITYOFBAYMINETTEAL.GOV>; Mike Minchew <MMINCHEW@CITYOFBAYMINETTEAL.GOV>; Steven W. Stewart <SWStewart@CITYOFBAYMINETTEAL.GOV>; Jason Padgett <JPadgett@NBUMAIL.COM>; Tammy S. Smith <TammyS.Smith@CITYOFBAYMINETTEAL.GOV>; Murray Stewart <Murray.Stewart@CITYOFBAYMINETTEAL.GOV>; Rob Madison <Rob.Madison@CITYOFBAYMINETTEAL.GOV>

Cc: COBM Planning < COBM Planning@CITYOFBAYMINETTEAL.GOV>

Subject: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

Mr. Koestler has requested an extension to his Temporary Use Permit that allows for RV Workforce Housing in his existing mobile home park. The extension would be for one additional year. He does have a group of potential buyers for the park.

This request will be presented to the Planning Commission on October 10<sup>th</sup> and the City Council on October 21<sup>st</sup>. Please send any comments on this application by Monday, Oct 7<sup>th</sup> for inclusion in the staff report.

Thank you,

# Clair Dorough City Planner

City of Bay Minette
Planning & Development Services Department

From: Murray Stewart

Sent: Wednesday, October 2, 2024 8:46 AM

**To:** Clair Dorough

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

### No issues

From: Clair Dorough < Clair.Dorough@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:18 AM

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Thank you,

### Clair Dorough City Planner

City of Bay Minette Planning & Development Services Department 301 D'Olive Street Bay Minette, AL 36507 (251) 580-1650

cityofbayminetteal.gov

**Planning & Development Services Department Site** 

From: Rob Madison

Sent: Wednesday, October 2, 2024 8:57 AM

**To:** Clair Dorough; AL Tolbert; Mike Minchew; Steven W. Stewart; Jason Padgett; Tammy S.

Smith; Murray Stewart

Cc: COBM\_Planning

**Subject:** RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

### No issues with me. Tammy there are no open code enforcement cases affiliated with this address.

From: Clair Dorough < Clair. Dorough@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:18 AM

**To:** AL Tolbert <AL.Tolbert@CITYOFBAYMINETTEAL.GOV>; Mike Minchew <MMINCHEW@CITYOFBAYMINETTEAL.GOV>; Steven W. Stewart <SWStewart@CITYOFBAYMINETTEAL.GOV>; Jason Padgett <JPadgett@NBUMAIL.COM>; Tammy S. Smith <TammyS.Smith@CITYOFBAYMINETTEAL.GOV>; Murray Stewart <Murray.Stewart@CITYOFBAYMINETTEAL.GOV>; Rob Madison <Rob.Madison@CITYOFBAYMINETTEAL.GOV>

Cc: COBM\_Planning < COBM\_Planning@CITYOFBAYMINETTEAL.GOV>

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# Clair Dorough City Planner

City of Bay Minette
Planning & Development Services Department
301 D'Olive Street
Bay Minette, AL 36507
(251) 580-1650
cityofbayminetteal.gov
Planning & Development Services Department Site

1

From: Tammy S. Smith

Sent: Wednesday, October 2, 2024 8:52 AM

**To:** AL Tolbert; Clair Dorough; Mike Minchew; Steven W. Stewart; Jason Padgett; Murray

Stewart; Rob Madison

**Cc:** COBM\_Planning

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

I have reviewed the request as well as Ordinance 1035 and it appears to be in compliance. Does anyone have any knowledge of any noncompliance with the provisions of the ordinance?

### Tammy S. Smith, CPA

City Administrator/Finance Director

City of Bay Minette 301 D'Olive Street Bay Minette, AL 36507 251-580-1619 Main Office 251-580-1692 Direct 251-401-1170 Cell

www.cityofbayminetteal.gov

From: AL Tolbert <AL.Tolbert@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:36 AM

To: Clair Dorough < Clair. Dorough@CITYOFBAYMINETTEAL.GOV>; Mike Minchew

<MMINCHEW@CITYOFBAYMINETTEAL.GOV>; Steven W. Stewart <SWStewart@CITYOFBAYMINETTEAL.GOV>; Jason Padgett <JPadgett@NBUMAIL.COM>; Tammy S. Smith <TammyS.Smith@CITYOFBAYMINETTEAL.GOV>; Murray Stewart

<Murray.Stewart@CITYOFBAYMINETTEAL.GOV>; Rob Madison <Rob.Madison@CITYOFBAYMINETTEAL.GOV>

Cc: COBM Planning < COBM Planning@CITYOFBAYMINETTEAL.GOV>

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

I have no issues with Mr. Koestler's request.

Chief Al Tolbert
Bay Minette Police Department
403 D'Olive Street
Bay Minette, Al 36507

Office: 251-580-1682/ 251-580-2559

Cell Phone: 251-239-0554

Email:al.tolbert@cityofbayminetteal.gov

From: Clair Dorough

Sent: Thursday, October 3, 2024 8:24 AM

**To:** Tammy S. Smith; AL Tolbert; Mike Minchew; Steven W. Stewart; Jason Padgett; Murray

Stewart; Rob Madison

Cc: COBM\_Planning

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

The only non-compliance I am aware of is failure to submit the quarterly occupancy information. But he sent in the three delinquent reports on 9/16/24 before he emailed the application.

Thank you,

# Clair Dorough City Planner

City of Bay Minette Planning & Development Services Department 301 D'Olive Street Bay Minette, AL 36507 (251) 580-1650

cityofbayminetteal.gov

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From: Tammy S. Smith < Tammy S. Smith@CITYOFBAYMINETTEAL.GOV>

Sent: Wednesday, October 2, 2024 8:52 AM

To: AL Tolbert <AL.Tolbert@CITYOFBAYMINETTEAL.GOV>; Clair Dorough <Clair.Dorough@CITYOFBAYMINETTEAL.GOV>;

Mike Minchew < MMINCHEW@CITYOFBAYMINETTEAL.GOV>; Steven W. Stewart

<SWStewart@CITYOFBAYMINETTEAL.GOV>; Jason Padgett <JPadgett@NBUMAIL.COM>; Murray Stewart

<Murray.Stewart@CITYOFBAYMINETTEAL.GOV>; Rob Madison <Rob.Madison@CITYOFBAYMINETTEAL.GOV>

Cc: COBM\_Planning < COBM\_Planning@CITYOFBAYMINETTEAL.GOV>

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# Tammy S. Smith, CTA

City Administrator/Finance Director

City of Bay Minette 301 D'Olive Street Bay Minette, AL 36507 251-580-1619 Main Office 251-580-1692 Direct 251-401-1170 Cell

www.cityofbayminetteal.gov

From: Steven W. Stewart

Sent: Thursday, October 3, 2024 9:05 AM

**To:** Clair Dorough; Tammy S. Smith; AL Tolbert; Mike Minchew; Jason Padgett; Murray

Stewart; Rob Madison

Cc: COBM\_Planning

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

He met the outstanding requirements from last time, but he changed his sign out and no longer has the street address posted. Other that that no issues from us.

Steven Stewart
Bay Minette Fire Department
Administrative Captain
Fire Inspections / Training
251-580-1617 - Office
251-583-9435 – Cell

From: Clair Dorough < Clair.Dorough@CITYOFBAYMINETTEAL.GOV>

Sent: Thursday, October 3, 2024 8:24 AM

To: Tammy S. Smith <TammyS.Smith@CITYOFBAYMINETTEAL.GOV>; AL Tolbert

<a href="cmm:red"><a href="cmm

Cc: COBM\_Planning < COBM\_Planning@CITYOFBAYMINETTEAL.GOV>

Subject: RE: Comments for Koestler Temp Use Permit Renewal for RV Workforce Housing

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Thank you,

## Clair Dorough City Planner

City of Bay Minette Planning & Development Services Department 301 D'Olive Street Bay Minette, AL 36507 (251) 580-1650

cityofbayminetteal.gov

**Planning & Development Services Department Site** 

From: Tammy S. Smith < <a href="mailto:TammyS.Smith@CITYOFBAYMINETTEAL.GOV">TammyS.Smith@CITYOFBAYMINETTEAL.GOV</a>

Sent: Wednesday, October 2, 2024 8:52 AM

To: AL Tolbert <<u>AL.Tolbert@CITYOFBAYMINETTEAL.GOV</u>>; Clair Dorough <<u>Clair.Dorough@CITYOFBAYMINETTEAL.GOV</u>>;

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<<u>SWStewart@CITYOFBAYMINETTEAL.GOV</u>>; Jason Padgett <<u>JPadgett@NBUMAIL.COM</u>>; Murray Stewart

# Exhibit A SP-24001, Koestler Property TUP Renewal Request

Original Application Materials for TUP-23001



# **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.: 3P-23206

Fee: \$500.00

Paid: □ Cash □ Check

□ Credit Card

| Are you the property owner? ■ Yes □ N (If you are not the property owner, you mu   |  | Form signed by the property owner)   |
|--|--|--|
| Applicant Name: Kevin M. Koestler  |  | Date: 7/24/2023  |
| Mailing Address: 169 Dickman Rd.   |  | 4  |
| City: Bay Minette  | State: AL                                  | Zip Code: <u>36507</u>   |
| Phone Number: 251-937-7000   | Email: conta                               | act@kparks.net   |
|  | Site Information                           |  |
| Property Address: 169 Dickman Rd and 175 D   | ckman Rd, Bay Minette, AL 36507            |  |
| or Property Location:  |  | .a   |
|  |  |  |
| *Parcel No.:<br>*Parcel or PPIN information must be complete   | d  | *PPIN No.: 219507 / 83581  |
| Request: Development of Temporary Work Force H   | ousing Facility                            |  |
|  |  |  |
|  | the regulations of the Zoning C            | Commission to grant a Site Plan Review Prdinance for the reason(s) stated above. n relation to this request. |
| Signature of Applicant (Owner of Prope   | erty of Authorized Agent)                  | Date   |
| Submittal Requirements  X Application  X Fee paid in full  Agent Authorization Form (if appl  X Complete Legal Description of Pro  X Plot Plan or Survey – indicating an  Submittal Requirements listed in 8 | perty<br>y existing structures, proposed s | structures, and setbacks from property lines   |

Parcel Info

PIN

83581

**PARCEL** 

23-05-21-1-000-023.001

**ACCOUNT NUMBER** 

378154

**OWNER** 

**KOESTLER, KEVIN** 

**MAILING ADDRESS** 

169 DICKMAN RD, BAY MINETTE, AL 36507

**PROPERTY ADDRESS** 

**169 DICKMAN RD** 

LEGAL DESCRIPTION 372' X 544'(S) FR INTER OF E R\W DAPHNE RD & N R\W OF DICKMA N RD RUN TH E 261.6' TO POB CONT E 372', TH N 544'(S), TH W 372', TH S 544'(S) TO THE POB SEC 21-T7S-R3E (WD)

**Parcel Info** 

PIN

219507

**PARCEL** 

23-05-21-1-000-023.007

**ACCOUNT NUMBER** 

378154

**OWNER** 

**KOESTLER, KEVIN** 

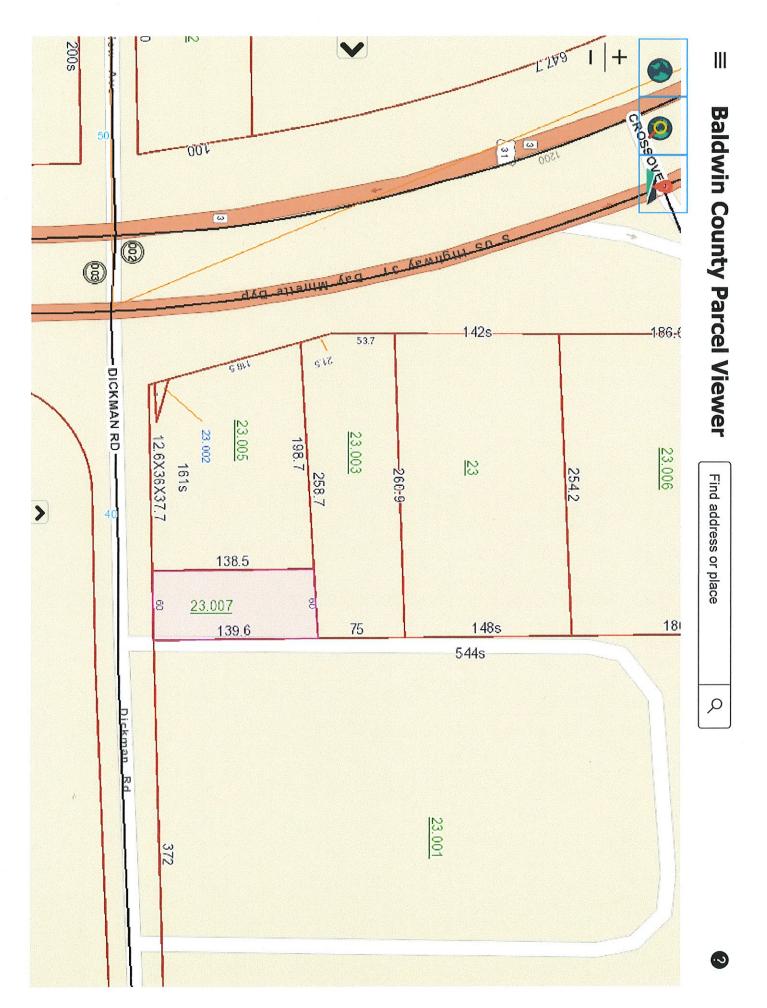
MAILING ADDRESS

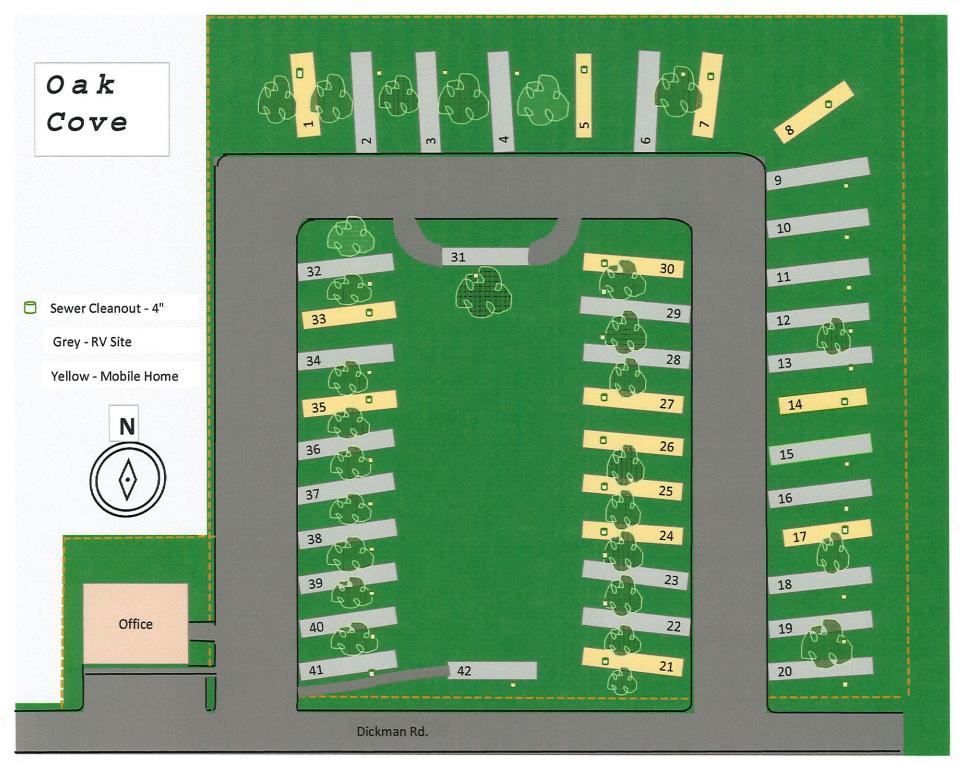
169 DICKMAN RD, BAY MINETTE, AL 36507

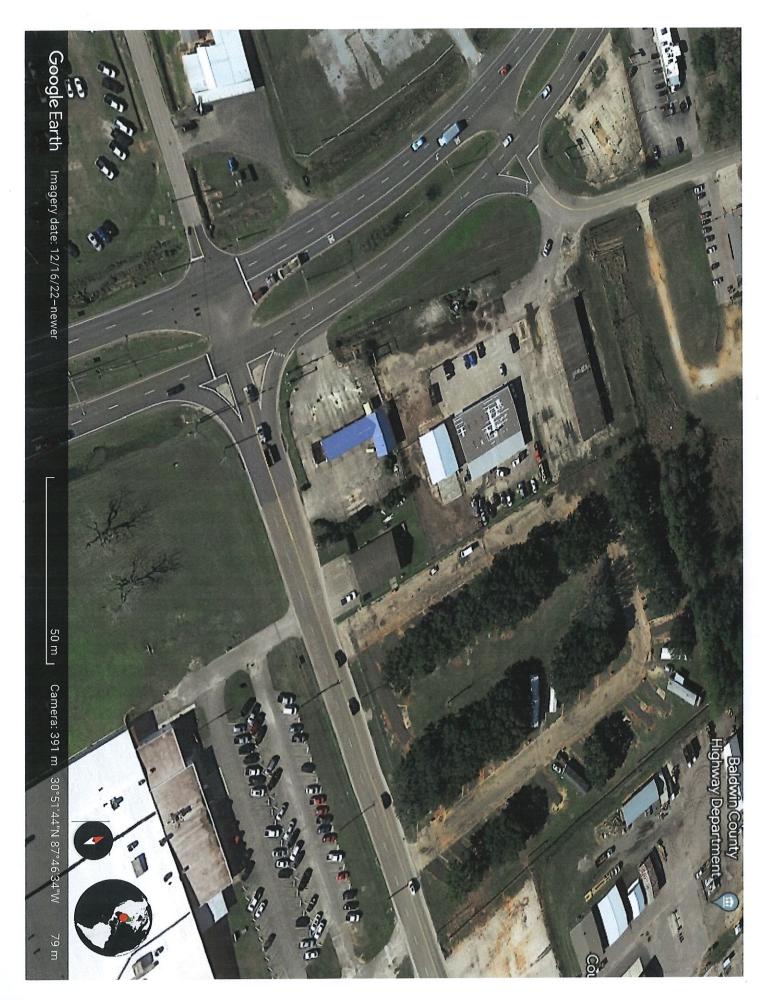
**PROPERTY ADDRESS** 

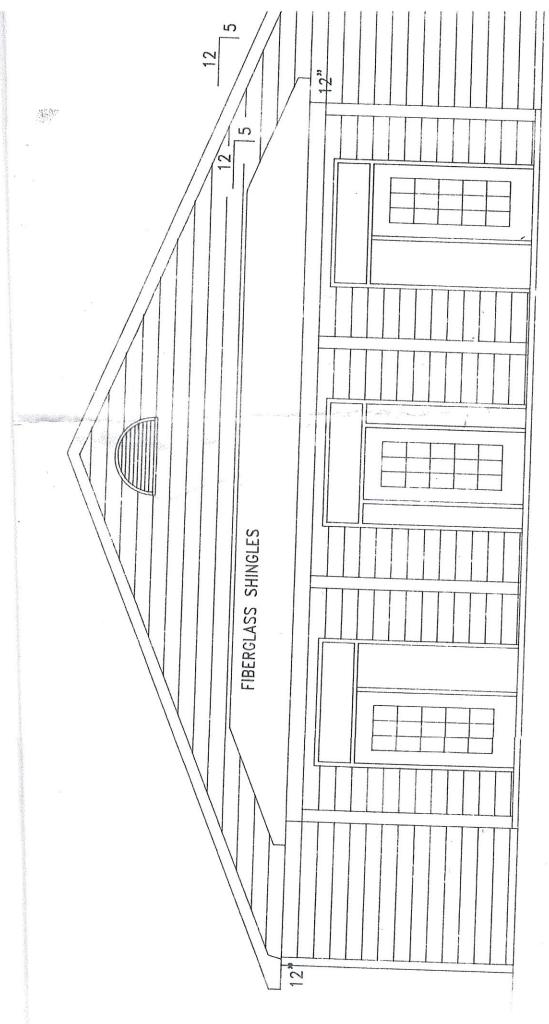
**169 DICKMAN RD** 

LEGAL DESCRIPTION 60' X 139.6' IRR COM AT SW COR OF NW1/4 OF NE1/4 SEC 21 RUN E 261.6', TH NW 5' TO A PT ON N R/W OF DICKMAN RD FOR THE PO B, TH NW 139.6', TH SW 60', TH S 138.5', TH E 60' TO THE POB IN BAY MINETTE CORP LIMITS SEC 21-T2S-R3E (WD)

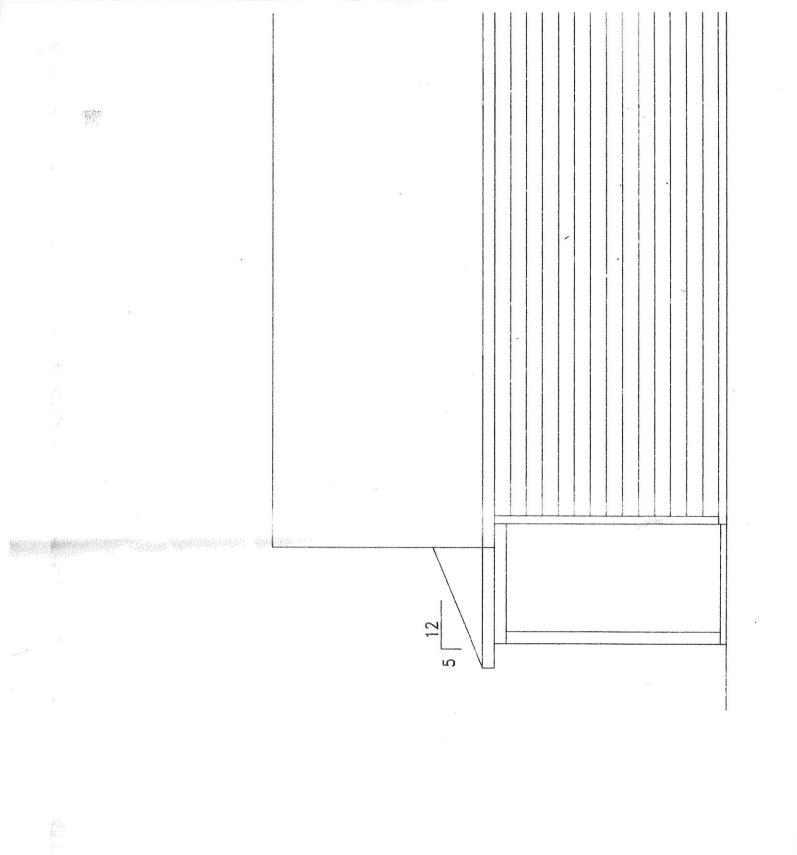








FRONT ELEVATION SCALE: 1/4"=1"-0"



The location and size of the site including its legal description and a current certified survey.

Location of site is 169 Dickman Rd (.19 acres) and 175 Dickman Rd (4.70 acres) The legal description is included on the Parcel Info Sheet

A vicinity map showing the site relation to surrounding property.

### Map Included in Site Plan Application Package

The recorded ownership or developer's interest if the developer is not the owner.

### Kevin Koestler is the sole owner, also documented on Parcel Info Sheet

The relationship of the site to existing development in the area including streets, utilities, residential, and commercial development, and physical features of the land including significant ecological features. This information may be combined with requirements for the vicinity map specified in this section.

To the east side of the property is the Baldwin County Barn, to the south is Dickman Rd with International Paper Company to the south of Dickman Rd, to the south west side is a closed and dilapidated car wash, directly to the west is Cockrell's Body Shop and beyond Cockrell's is Hwy 59/31N, to the north west is a small vacant dilapidated strip shopping center, to the north is a undeveloped wooded area. The site has existing water and sewer service provided by NBU, the site roadway is forty feet wide and has solar powered street lights

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.

The park is designed to accommodate 42 mobile homes/RVs. Following Koestler Park's Rules and Guidelines, mobile homes/manufactured homes are allowed four people for a two bedroom home and six people for a three bedroom home. RVs are allowed no more than 4 people. However, it is common to find an RV with only one person when the RV is used for living accommodations while at a job site. Also, per our Rules and Guidelines, all lots are limited to two vehicles. If considering RV guest, the "pull vehicle", or "motorhome" is considered one of the two allowed.

Site calculations shall include the detailed information on the dimensions and/or area of the following:

Existing Structure square footage

At the site address of 175 Dickman Rd, there are 14 mobile homes owned by tenants on the property. Average 900 sq.ft. per home, totaling 12,600 sq. ft.

The site address at 169 Dickman Rd has an office of 3,000 sq. ft.

Proposed Structure square footage

At 175 Dickman Rd, , based on proforma estimates, there will be 28 additional sites with RVs, which average 320 sq. ft. each, for a total of 8,960 sq. ft.

At 169 Dickman Rd, the proposed structure will remain the same

Existing Impervious Surface area including parking areas and access/driveways

Approximately 25,000 sq. ft.

Proposed Impervious Surface area including parking areas and access/driveways

Will remain the same, 25,000 sq. ft.

Proposed Landscaped/Open Space areas

Will remain the same, 179,732

Number of Parking Spaces provided with dimensions and provisions for accessible parking and travel paths.

Each site is afforded two angled parking spaces averaging 16 to 18 feet in length and 7.9 to 9 feet wide on the site road measuring 40 ft. wide., also, RVs will be parked such that the RV is backed into the site space far enough for a vehicle to park in front of the RV, off the road. Due to the 40 feet wide road, traffic is allowed to be two-way.

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.

The common area in the center of the site at 175 Dickman Rd. is approximately 175 wide and 300 feet long.

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

1,500 feet of the office building with 10 feet high ceilings will be used as a group room for RVers to gather, a laundry room of 100 sq. ft, x 10 feet high also exist in the office building, the remaining space of the office building will continue to function as office space.

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.

Access is granted to Alabama Power, North Baldwin Utilities, telephone providers and cable providers.

Existing setbacks of mobile home sites with preexisting homes is 20 to 25 feet, as set-up when the mobile home park was initially built. New site's setback for RVs and/or manufactured homes is 25 feet or more.

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

# All existing open spaces, trees and foliage will remain in place

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. **N/A** 

Where required by the Alabama Department of Transportation ("ALDOT"), City Planner 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 City Planner. **N/A** 

Front and side architectural elevations.

### Provided on separate sheet

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.

One free standing sign will be placed on the east end of the office building, facing Dickman Rd that complies with the sign ordinance.

Landscape plans, in accordance with Section 10.4 Landscape Plan Standards.

### No changes will be made to existing landscaping

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.

No changes are to be made to the dimensions of existing park site spaces or overall park layout. Surface drainage, erosion and sediment control will remain the same.

Water and sewer connections were upgraded include freeze proof water connections and new 4" sewer cleanouts at each site/lot by Vaughn Plumbing and North Baldwin Utilities.

All sites/lots to be used by RVs have been leveled and resurfaced with 4 to 8 inches of compacted sandy clay base and topped with 4 to 6 inches of asphalt millings.

Park road lighting is being converted to solar power lighting.

June 23, 2023

Kevin M. Koestler
KM Koestler LLC, dba: Koestler Parks
169 Dickman Rd.
Bay Minette, AL 36507
contact@kparks.net
251-937-7000

City of Bay Minette Planning Commission 301 D'Olive Street Bay Minette, AL 36507

Subject: Proposal for Accepting Recreational Vehicles (RVs) for Temporary Workers at Koestler Parks

Dear Members of the City of Bay Minette Planning Commission,

I am writing to submit a proposal on behalf of Koestler Parks, regarding the acceptance of Recreational Vehicles (RVs) for temporary workers at our mobile home park located at 175 Dickman Rd., Bay Minette, AL 36507.

#### Overview of Proposal:

Koestler Parks is seeking permission from the City of Bay Minette to allow our mobile home park to accommodate RVs utilized by temporary workers. We aim to utilize 28 out of the total 42 sites in our park, which have been upgraded to specifically cater to RVs, ensuring a safe and convenient living arrangement for temporary construction workers engaged in the nearby "Mega Site" construction project. These sites have been thoughtfully equipped with 50/30/20 amp electrical RV pedestals, new 4-inch sewer lines, and freeze-proof potable water connections, ensuring all necessary utilities are readily available.

#### Location and Access:

Our park is ideally situated at 175 Dickman Rd., Bay Minette, AL 36507, just 7 miles away from the "Mega Site" construction project. The 51-year-old asphalt road leading into the park is 40 feet wide, allowing for smooth two-way traffic. The road's width is suitable for accommodating the transportation needs of temporary workers and their RVs without causing congestion or safety concerns.

### **Site Specifications:**

Each RV site within Koestler Parks measures approximately 45 feet wide and 80 feet long. The RV parking pad is centrally positioned within the 45 feet width, ensuring ample space for maneuvering and parking of the recreational vehicles, while at the same time, allowing our guest a sense of personal space and privacy. The park spans approximately 4.75 acres, providing sufficient room for temporary workers to comfortably stay during the project duration.

#### Amenities:

To enhance the experience of the temporary workers, additional park road lighting is being installed and we have made available coin-operated clothes washing and drying machines within the park.

Additionally, our location benefits from the proximity to a recently built commercial coin-operated laundromat, further ensuring the convenience of the residents.

#### <u>Temporary Use and Future Transition:</u>

It is important to note that the RV sites will solely be utilized by temporary workers involved in the construction project. Once the demand for these workers has concluded, at no additional cost, the sites will revert to their original purpose as manufactured housing sites. The transition back to manufactured housing sites will be seamless, without causing any disruption to the surrounding area or the park's infrastructure.

#### Benefits to the Community:

Our proposal presents numerous benefits to the City of Bay Minette and the surrounding community. By allowing temporary workers to utilize our RV sites, we provide a close, safe, and well-built living accommodation solution for those participating in the "Mega Site" construction project. This approach alleviates the strain on the local housing market and ensures the availability of suitable living spaces for these workers. Furthermore, the park is surrounded by business and industrial use properties, therefore having no influence on any residential area.

### Conclusion:

Koestler Parks seeks your support and approval for our proposal to accept RVs for temporary workers at our mobile home park. Our park's location, amenities, and proper infrastructure make it an ideal solution to help meet the emergency demand created by temporary construction workers seeking a nearby, safe, and well-equipped living arrangement.

This emergency demand is made clear by repeated request from Novelis/construction workers, on a daily basis, seeking help for a proper location to place RVs of out of town workers.

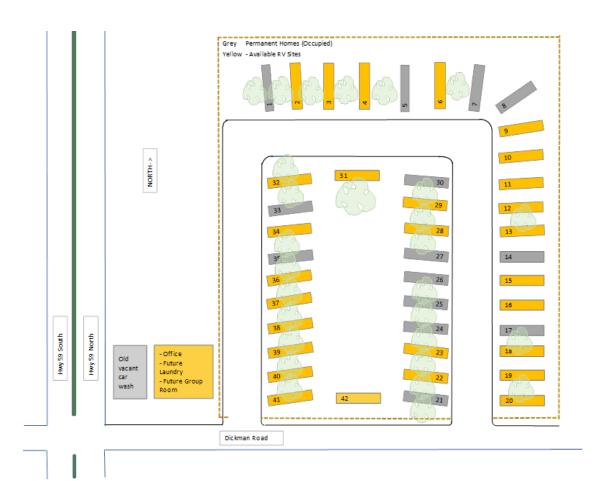
We look forward to the Planning Commission's favorable consideration of our proposal and appreciate the opportunity to contribute to the development of our community.

Please feel free to contact me at 251-937-7000 or via email at contact@kparks.net if you have any questions or require additional information.

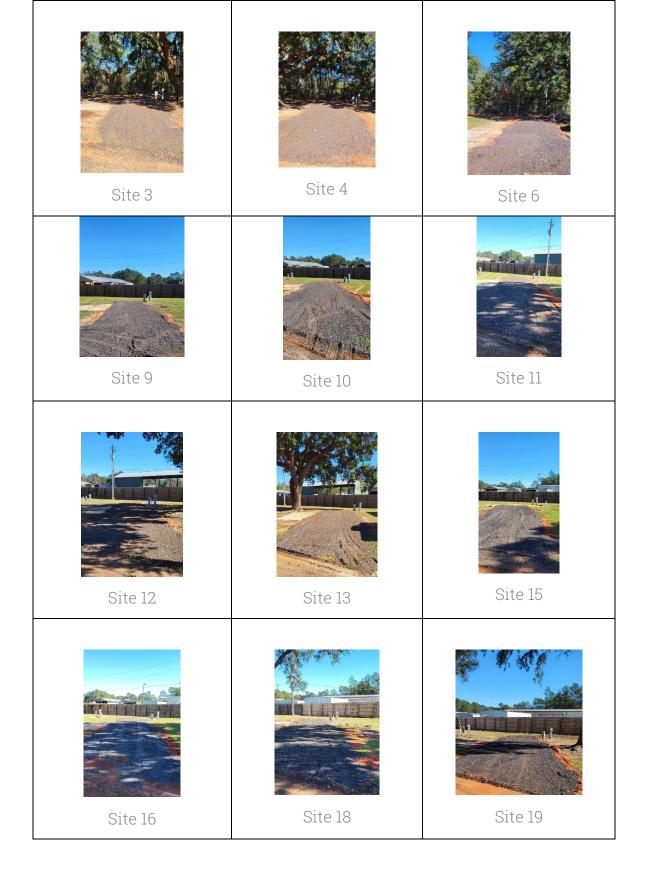
Thank you for your time and attention.

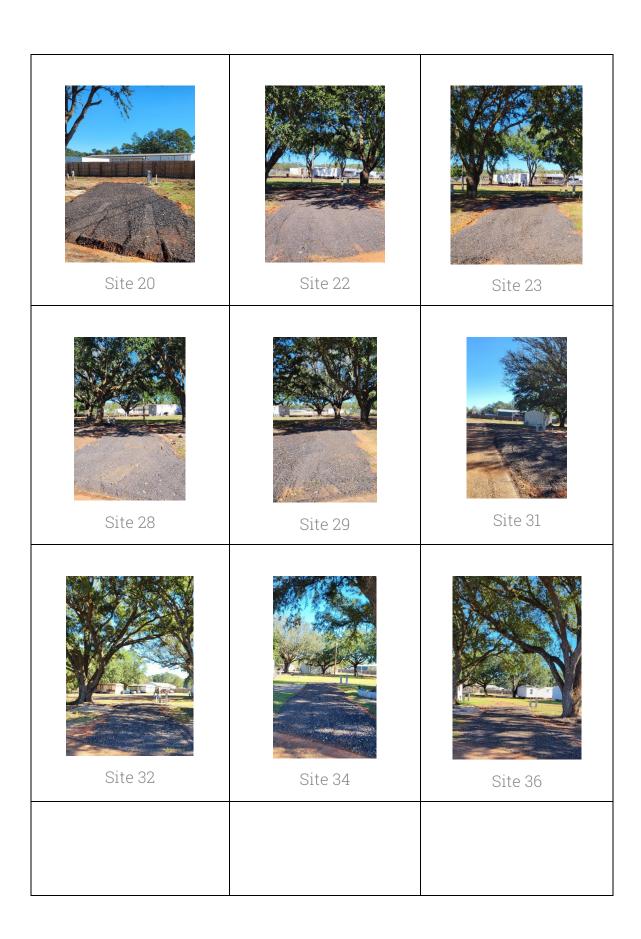
Sincerely,

Kevin M. Koestler Owner, Koestler Parks











(Site #2 is not pictured. However, it looks about the same as Site #3.)