



City of Bay Minette

Planning Commission

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

AGENDA

April 10, 2025

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 March 13, 2025, Regular Meeting**
- 5.) **Disclosure of Prior Communications and/or Conflicts of Interest**
- 6.) **Old Business**
- 7.) **New Business**
 - a.) ~~SD-25003, Old Towne Commons, Phase I Preliminary Plat~~ ****TABLED PER APPLICANT REQUEST****

Disclosure of Prior Communications and/or Conflict of Interest

Request: Preliminary Plat Approval for Phase I of Old Towne Commons containing 192 single family lots and related infrastructure.

Location: Five (5) parcels totaling 413.4± acres located along State Hwy 59
PINs: 92518, 222473, 31532, 83618, 62828
 - 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 – May 8, 2025 – Annual Meeting****



Bay Minette Planning Commission Regular Meeting Minutes

Minutes March 13, 2025

Monthly Meeting No. 3

The City of Bay Minette Planning Commission met in Regular Session on Thursday, March 13, 2025. The meeting was called to order at 8:02 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
Hiram Templeton, Commission Member
Earl Emmons, Commission Member
Jim Faulkner, Commission Member

Commission Members absent

Robert A. "Bob" Wills, Mayor
Neal Covington, Vice-Chairman

Commission Members late

None

Other persons in regular attendance

Tammy Smith, City Administrator
Clair Dorrough, City Planner
Steven Stewart, Fire Inspector
Tom Granger, City Engineering Consultant with Pillar, LLC
Scotty Lewis, Attorney
Jason Padgett, North Baldwin Utilities
Paula Bonner, Planner Associate
Kristina Pittman, North Baldwin Chamber of Commerce

GUESTS

Derrick Crocker, Baldwin County Facilities and Maintenance
James Ball, Baldwin County District 1 Commissioner and Vice-Chairman
J Buford King, Baldwin County Director of Facilities and Maintenance
Sonny Taylor, Z-25001, Sellers Property
Matthew Finstad, Representative for SP-25003, Autry Greer & Sons, Inc
Robert Maurin Representative for SP-25003, Autry Greer & Sons, Inc
Jeremy Griesbach, SP-25002, Bay Minette Hotel Group, LLC
Marsha Hollinger, Z-25001, Sellers Property
Jonathan Williams, Applicant Z-25001, Sellers Property
Martha Ryan, The First Bank
Marcia Stabler, The First Bank

Mike Nordon, The First Bank
Brian Blount, Citizen

- INVOCATION** Commission Member Templeton presented the invitation, followed by the pledge.
- ITEM 3. Announcements/Registration to address the Commission**
None
- ITEM 4. Approval of the February 13, 2025, Regular Meeting Minutes**
Commission Member Clark made a motion to approve the February 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**
None
- ITEM 6. Old Business**
Mrs. Dorough provided updates, followed by discussion on the following:
- The Revised Draft Comprehensive Plan which will be distributed to members.
 - The Zoning Ordinance Regulation Amendment regarding political signs which passed and will take effect on March 19, 2025.
- ITEM 7. New Business**
- a.) Guest Speakers from the Baldwin County Commission**
Baldwin County District 1 Commissioner and Vice-Chairman James E. (JEB) Ball, along with Baldwin County Director of Facilities and Maintenance J Buford King, and Derrick Crocker with Baldwin County Facilities and Maintenance were in attendance regarding current and proposed construction projects in Bay Minette. Commissioner Ball led the presentation with a slideshow, followed by discussions on:
- Construction of a new District Attorney's Office.
 - The addition of a Sally Port to the Courthouse.
 - A new holding jail for court proceedings in the Courthouse basement.
 - A proposed covered atrium project at the front of the Courthouse.
 - Restriping project for the parking lot in front of the Judge of Probate Office.
 - Conversion of the Old Bay Minette Police Department into a Baldwin County Sheriff's Office.
 - Updates on the construction of the new Baldwin County Jail.
- b.) Z-25001, Sellers Property Rezoning**
Mrs. Bonner presented the rezoning request for property located on the west side of N Dobson Avenue, approximately 600 feet north of D'Olive Street consisting of two (2) parcels totaling approximately 6.06± acre from R-2, Medium Density Single Family Residential District to B-2, General Business District, followed by discussion of:
- The existing daycare, which is grandfathered, however any expansion requires rezoning.
 - The proposed expansion of the facility in both the size of buildings and number of children.
 - The high traffic volume on N Dobson Avenue.
- Mrs. Bonner reported the Staff Recommendation for Case Z-25001, Sellers Property Rezoning request from R-2, Medium Density Single Family Residential to B-2, General Business District is to Recommend Approval to City Council.

Chairman Stewart opened the Public Hearing for Item 7(b) Case Z-25001, Sellers Property Rezoning Request at 8:20 a.m.

- Applicant Jonathan Williams described his proposed plans to renovate and expand the daycare.
- Mike Phillips inquired about access to Stapleton Avenue as it is a residential area.

Chairman Stewart closed the Public Hearing for Item 7(b) Case Z-25001, Sellers Property Rezoning Request at 8:28 a.m.

With no further comments or questions Councilman Taylor made a motion to Recommend Approval to City Council for Case Z-25001, Sellers Property rezoning request. The motion was seconded by Commission Member Clark and carried unanimously.

c.) SP-25002, Bay Minette Hotel Group, LLC Site Plan

Mrs. Dorough presented the Site Plan approval request for new construction of a 4-story, 54-room Cobblestone Hotel & Suites on one (1) parcel totaling approximately .60± acres located at the southeast corner of D'Olive Street and McMillian Avenue zoned B-2 (DHB), General Business District (Historical District), followed by discussion of:

- The Cooperative District that was established by the City of Bay Minette Redevelopment Authority in which the site is located in.
- The project's compliance with the existing B-2 zoning district, even though the hotel use is exempt from zoning because it is associated with the Capital Improvement District.
- The proposed off-street parking, which slightly falls short of the requirements and that Section 9.02.01.06 allows for the Planning Commission to modify the parking requirements within the DHB overlay zone.
- The State of Alabama Real Property Management will review and approve the construction plans for the hotel before any building permits are issued.
- As this project is part of the Redevelopment Authority, the City and Authority will be responsible for the design and construction of any new on-street parking spaces and sidewalks.
- The availability of public parking, signage to identify public parking, and the need for crosswalks.

Mrs. Dorough reported the Staff Recommendation for Case SP-25002, Bay Minette Hotel Group, LLC Site Plan request for a 4-story, 54-room Cobblestone Hotel & Suites be Approved.

With no further comments or questions Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Commission Member Clark and carried unanimously.

d.) SP-25003, Autry Greer & Sons, Inc. Property Site Plan

Mrs. Bonner presented the Site Plan approval request for a 28'x70' canopy addition on concrete with chain-link fencing on one (1) parcel totaling approximately 5.44± acres located at the northeast corner of McMeans Avenue and W 7th Street zoned B-2, General Business District, followed by discussion of:

- The location of the canopy, situated on the north side of the building near the Ace Hardware sign.
- The proposed new entrance door leading into the building from the canopy area.
- The two-lane drive-through, positioned between the canopy and the building to the north, intended for small rental equipment and pine straw trucks.
- The relocation of the current pine straw truck from the parking lot to the canopy area which will improve the site's appearance, traffic flow, pedestrian safety, and free up dedicated parking spaces.
- The existing propane tank rentals are not included in this project and will remain in their current location along the outer wall of the building.

Mrs. Bonner reported the Staff Recommendation for Case SP-25003, Autry Greer & Sons, Inc. Site Plan request for a 28'x70' canopy on concrete with chain-link fencing be Approved.

With no further comments or questions Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Councilman Taylor and carried unanimously.

e.) RA-25002, Proposed Stormwater Regulation Amendments

Discussion only of proposed Stormwater Regulation Amendments to the Zoning Ordinance and Subdivision Regulations.

f.) Updates & Upcoming Cases

- Proposed commercial buildings on TR Peed property on Rain Drive and US Highway 31.
- Butler property proposed addition to commercial building on Bell Street and US Highway 31.
- Robinson property proposed convenience store on Rabun Road and I-65.
- Old Towne Commons Phase 1 preliminary plat.
- Comprehensive Plan Draft Revision.

ITEM 8.

Reports

a.) Mayor/Council Report – Mrs. Smith reported the development of a third Cooperative District.

b.) Attorney – None

c.) Commission Members – Mr. Clark reported he is moving out of Bay Minette and will no longer be able to serve as a commission member.

d.) City Engineer Consultant Report – None

e.) Planning Staff – None

f.) Public Comment – Mr. King introduced himself and his new position as Baldwin County Director of Facilities and Maintenance.

ITEM 9.

With no further business, Chairman Stewart adjourned the meeting at 9:28 a.m.

DONE THIS THE 13TH DAY OF MARCH 2025

Chairman, Todd Stewart

ATTEST:

Paula Bonner, Planner Associate

Motion Summary:

Item 4.) Approval of the February 13, 2025, Regular Meeting Minutes:

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

Item 7.) b.) Z-25001, Sellers Property Rezoning Request

Councilman Taylor made a motion to Recommend Approval to City Council for Case Z-25001, Sellers Property rezoning request. The motion was seconded by Commission Member Clark and carried unanimously.

Item 7.) c.) SP-25002, Bay Minette Hotel Group, LLC Property Site Plan

Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Commission Member Clark and carried unanimously.

Item 7.) d.) SP-25003, Autry Greer & Sons, Inc. Property Site Plan

Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Councilman Taylor and carried unanimously.

SD-25003

**Old Towne Commons, Phase I
Preliminary Plat Application**

TABLED PER APPLICANT REQUEST



City of Bay Minette

Planning & Development Services

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

NOTICE OF PUBLIC HEARING

Baldwin Ventures, LLC Property Case No. SD-25003, Major Subdivision Preliminary Plat Approval for Phase I of the Old Towne Commons

Notice is hereby given that the City of Bay Minette Planning Commission will conduct a public hearing for Baldwin Ventures, LLC Property for Case No. SD-25003, Major Subdivision Preliminary Plat Approval for Phase I of the Old Towne Commons Major Subdivision. The subject properties, specifically identified as Parcel I.D. 05-28-05-21-0-000-009.001 // PIN 92518, 05-28-05-21-0-000-002.001 // PIN 222473, 05-28-05-21-0-000-002.000 // PIN 31532, 05-28-05-21-0-000-009.000 // PIN 83618, 05-28-05-21-0-000-001.000 // PIN 62828 totals 413.4± acres is located along State Hwy 59. The request is for Major Subdivision Preliminary Plat approval of Phase I of the Old Towne Commons Planned Unit Development for 192 lots for single-family residential use. A map of the subject properties can be found on the back of this notice.

The Bay Minette **Planning Commission** will conduct the public hearing during its regularly scheduled meeting on **Thursday, April 10, 2025**, 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 are 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 or address your correspondence to:

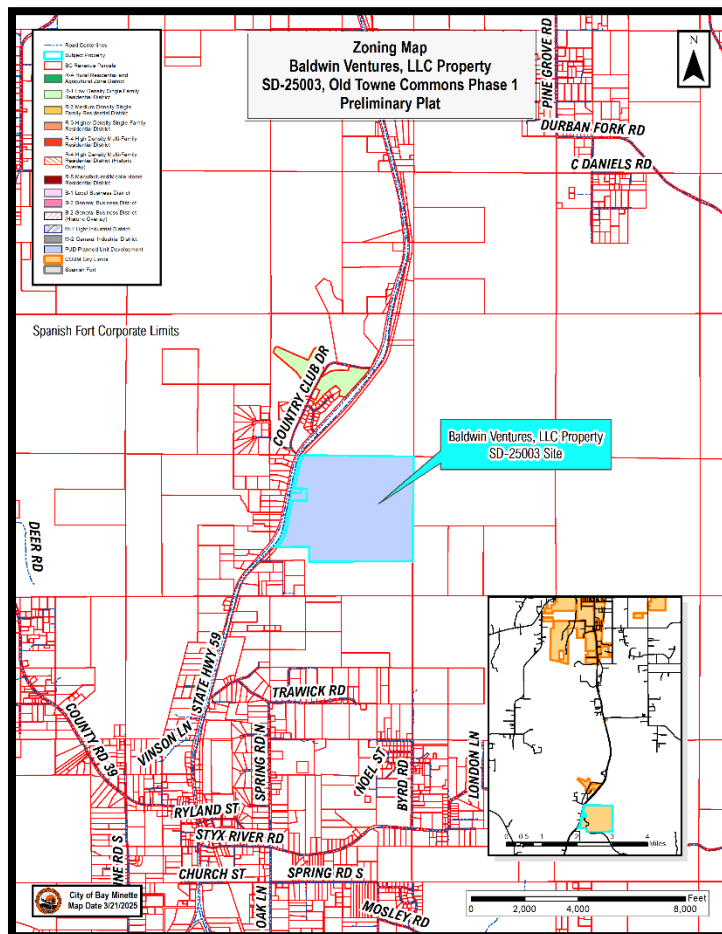
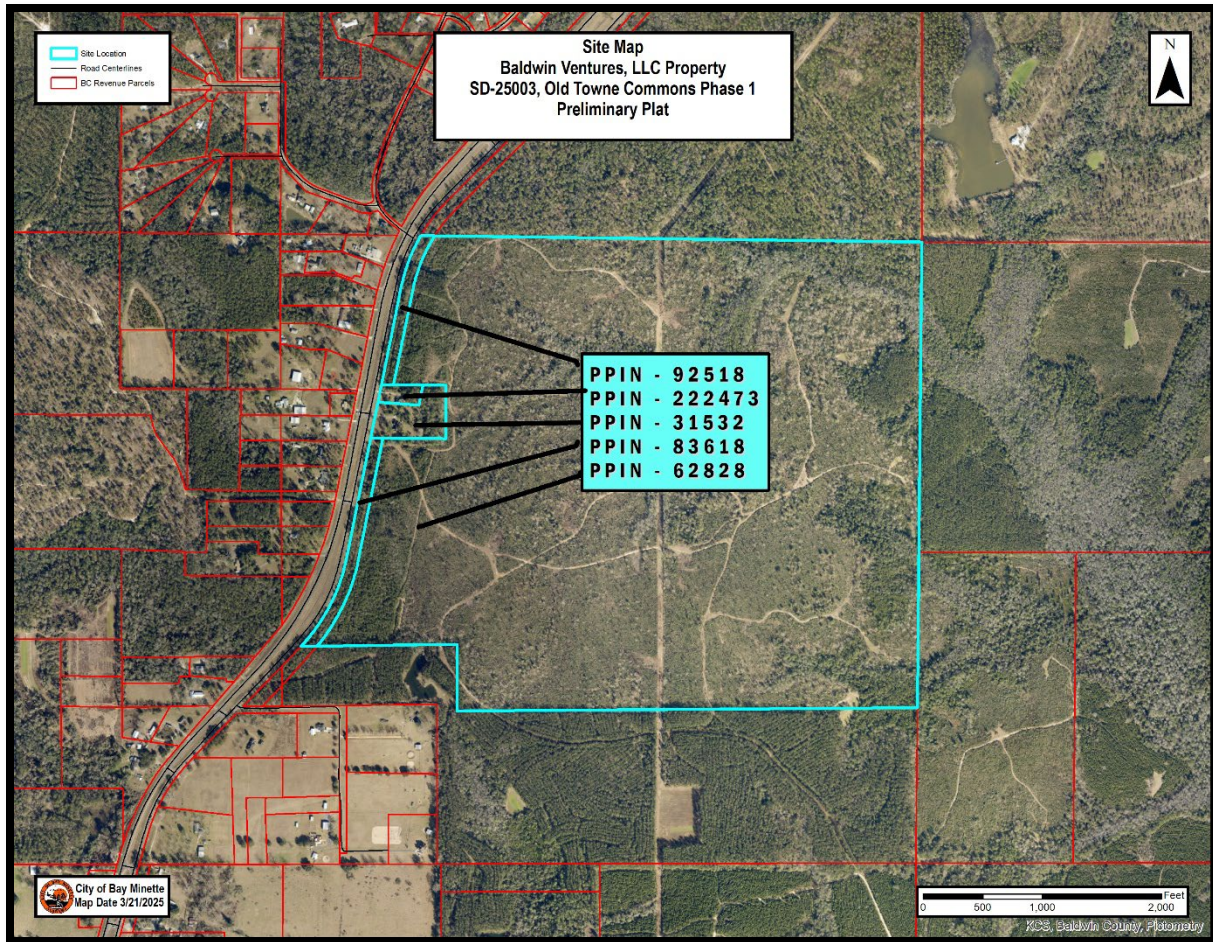
City of Bay Minette Planning & Development Services
301 D'Olive Street
Bay Minette, AL 36507

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 hearing on the date, 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 – March 25, 2025



February 27, 2025

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

**RE: Old Towne Commons Phase 1
Preliminary Plat Application**

To Whom It May Concern,

Please find enclosed our Preliminary Plat Application for Old Towne Commons. The attached documents are summarized as follows:

- Check in amount of \$2,140.00
 - Total Number of Lots (192) x \$10 + Total # of Certified Letters (22) x \$10 = \$2,140.00 – to be delivered under a separate cover
- One (1) 8 ½" x 11" Preliminary Plat Application
- One (1) 8 ½" x 11" Baldwin Ventures, LLC Agent Authorization
- One (1) 8 ½" x 11" Wilkes Construction Agent Authorization
- One (1) 8 ½" x 11" Legal Description
- One (1) 8 ½" x 11" ALDOT Coordination
- One (1) 8 ½" x 11" Covenants and/or Deed Restrictions
- One (1) 8 ½" x 11" Warranty Deed
- One (1) 8 ½" x 11" Service Availability Letters (NBU, AT&T, Baldwin EMC, BCSS)
- Four (4) 24" x 36" Preliminary Plat
- Four (4) 24" x 36" Construction Plans
- One (1) 11" x 17" Preliminary Plat
- One (1) 8 ½" x 11" E-911 Letter
- One (1) 11" x 17" Soils Map
- Digital format (DWG) of Plans / Plat – to be submitted electronically

If you have any questions, comments, or concerns regarding this submission, please contact us.

Sincerely,

Dewberry



Cathy S. Barnette
Associate



City of Bay Minette

Subdivision Plat Application

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

Office Use Only

Case Number: SD-_____

App Submittal Date: _____

PC Meeting Date: _____

Print or Type your responses below and attach additional pages as necessary. If an item is not applicable, mark "X" or "N/A" where appropriate.

APPLICATION TYPE

☐ Exempt ☐ Pre-App Conference ☐ Sketch Plat ☐ Final - Minor ☒ Preliminary - Major ☐ Final - Major ☐ Master Plan

Pre-Application Conference Preferred Dates/Times: _____

PROJECT CONTACTS

Owner Name: Baldwin Ventures, LLC Phone: 407-474-8222

Developer: Wilkes Construction Company, Inc Phone: 205-863-0737

Authorized Agent/Application Contact: Dewberry

Phone: 251-990-9950 Email: dewberry-daphneplanning@dewberry.com

Mailing Address: 25353 Friendship Road, Daphne, AL

Surveyor Name: Victor Germain APLS Lic#: 38473

Surveying Firm Name: Dewberry City Business Lic#: 2025-714

Phone: 251-990-9950 Email: Daphnesurvey@dewberry.com

Engineer Name: Jason Estes Registration #: 22714

Engineering Firm Name: Dewberry City Business Lic#: 2025-714

Phone: 251-990-9950 Email: Dewberry-daphneplanning@dewberry.com

SITE INFORMATION

Subdivision Type: ☒ Single Family ☐ Two-Family ☐ Multi-Family ☐ Commercial ☐ Industrial ☐ Mixed-Use

Subdivision Name: Old Town Commons

Location: State Hwy 59

Section: 21 Township: 3S Range: 3E Instrument# or Slide# of Existing Recorded Plat: #971394, #979172, #994516

Parcel ID/PPIN(s): 28-05-21-0-000-001.00/62828

Total Acreage: 405 Total # Lots: 192 Average Lot Size (sq ft): _____

Required Number of Certified Letters: 22 Adjacent Property Owner/Leaseholder Information Attached: ☒ Yes ☐ No

UTILITY PROVIDERS

Water: NBU Sewer: BCSS

Power: Baldwin EMC Gas: NBU

Telephone: AT&T Internet: AT&T

ACCESSRoadway Name: US Hwy 31

Total Frontage (linear feet): _____

Roadway Access Authority: ☐ City ☐ Baldwin County Highway Dept ☒ Alabama Dept of Transportation (ALDOT)**SUBMITTAL DOCUMENTATION**

- Legal Description Attached: ☒ Yes ☐ No
- Recorded Warranty Deed(s) Attached: ☒ Yes ☐ No
- Access Authority Approval Attached ☒ Yes ☐ No
- Service Availability Letters Attached: ☒ Yes ☐ No
- Requesting Waivers: ☒ Yes ☐ No
- List and Description of Requested Waivers Attached: ☐ Yes ☒ No
- Covenants or Deed Restrictions: ☒ Yes ☐ No
- Copy of Covenants or Restrictions Attached: ☒ Yes ☐ No

*see PUD
approval*

Refer to the Subdivision Regulations for full submittal requirements and specifications. All plans and application materials are due by the application deadline date. Partial applications will not be processed. Submittal of incomplete applications may delay application review.

Application is hereby made for approval of the subdivision as described herein and shown in accompanying plans and documentation. The signature below constitutes acknowledgement that all information submitted is true and accurate and that the documentation noted above has been submitted. Further, it is hereby certified that the adjacent property owner list included with this application was obtained from the current records available from the Baldwin County Revenue Commissioner's Office and is a complete and accurate list of all property owners/leaseholders adjacent to the property submitted for subdivision approval. It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact or expression of material fact, either with or without intention on the part of this applicant, such as might, or would, operate to cause a refusal of this application, or any material alteration or change in the accompanying plans without the approval of the City Planner and/or Planning Commission, shall constitute sufficient grounds for the revocation of such approval.

Signature of Applicant/Authorized Agent: _____ Date: _____

INTERNAL USE ONLY

FEES & PAYMENT DETAILS	Zoning: _____ FEMA: _____ Potential Wetlands ☐ Yes ☐ No
Application Fee: \$ _____	Printed Set ☐ Yes ☐ No PDF Plat ☐ Yes ☐ No Digital .SHP or .DWG ☐ Yes ☐ No
Total # of Lots _____	☐ Owner Permission ☐ Deed ☐ Legal Description ☐ Adjacent Property List
_____ x \$10 = \$ _____	☐ Service Availability ☐ Access ☐ Waiver ☐ Covenants
Total # Certified Letters: _____	Completeness Review Date: _____ ☐ Complete ☐ Incomplete
_____ x \$10 = \$ _____	Deficiencies: _____
TOTAL DUE \$ _____	_____
☐ Cash ☐ Card* 3.99% Fee	_____
☐ Check #: _____	PC Meeting Date: _____ Public Notice Deadline Date: _____
Date Paid: _____	_____



City of Bay Minette

Agent Authorization Form

Office Use Only

Case No.: _____

I/We hereby appoint and designate Dewberry ("Agent") to act as my/our-agent in all matters concerning this application/permit which relates to property described as tax parcel PPIN# 92518, 62828, 222473, 31532, & 83618. 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)

Wilkes Construction

Name(s) - Printed

Wilkes Construction Company Inc.

Mailing Address

16303 Tarpon Dr. Pensacola, FL 32507

City/State

205-863-0737

rwilkes@wilkesconstruction.com

Phone

Email

205-863-0737

rwilkes@wilkesconstruction.com

2/20/25

Signature(s)

Date

AUTHORIZED AGENT

Dewberry / Cathy S. Barnette

Name(s) - Printed

25353 Friendship Road

Mailing Address

Daphne, AL 36526

City/State

251-929-9801

dewberry-daphneplanning@dewberry.com

Phone

Email

Signature(s)

12/11/2024

Date

rev. 10/21/2019



City of Bay Minette

Agent Authorization Form

Office Use Only

Case No.: _____

I/We hereby appoint and designate Dewberry ("Agent") to act as my/our-agent in all matters concerning this application/permit which relates to property described as tax parcel PPIN# 92518, 62828, 222473, 31532, & 83618. 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)

Baldwin Ventures, LLC

Name(s) - Printed

14533 90th Ave

Mailing Address

Seminole FL 33776

City/State

407-474-8222

garyecap@gmail.com

Phone

Email

Signature(s)

12/11/2024

Date

AUTHORIZED AGENT

Dewberry / Cathy S. Barnette

Name(s) - Printed

25353 Friendship Road

Mailing Address

Daphne, AL 36526

City/State

251-929-9801

dewberry-daphneplanning@dewberry.com

Phone

Email

Signature(s)

12/11/2024

Date

rev. 10/21/2019

OLD TOWN COMMONS PHASE 1

COMMENCING AT A 3 INCH IRON PIPE, BEING THE LOCALLY ACCEPTED NORTHEAST CORNER OF SECTION 21, TOWNSHIP 3 SOUTH, RANGE 3 EAST, BALDWIN COUNTY, ALABAMA; THENCE RUN NORTH 89°10'32" WEST, ALONG THE NORTH LINE OF SECTION 21, TOWNSHIP 3 SOUTH, RANGE 3 EAST, BALDWIN COUNTY, ALABAMA, A DISTANCE OF 4,189.23 FEET TO A 5/8 INCH CAPPED REBAR FOUND (ILLEGIBLE) ON THE EAST RIGHT-OF-WAY OF U.S. HIGHWAY 31 (RIGHT-OF-WAY VARIES); THENCE RUN ALONG SAID EAST RIGHT-OF-WAY, ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 1,392.69 FEET, AN ARC LENGTH OF 425.80 FEET, (CHORD BEARS SOUTH 23°21'20" WEST, A CHORD LENGTH OF 424.15 FEET) FOR THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID EAST RIGHT-OF-WAY THE FOLLOWING COURSES: ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 1,392.69 FEET, AN ARC LENGTH OF 78.30 FEET, (CHORD BEARS SOUTH 12°59'10" WEST, A CHORD LENGTH OF 78.29 FEET) TO A 5/8 INCH CAPPED REBAR FOUND (ILLEGIBLE); THENCE RUN SOUTH 11°24'25" WEST, A DISTANCE OF 849.94 FEET TO A 5/8 INCH CAPPED REBAR FOUND (ILLEGIBLE); THENCE RUN SOUTH 11°21'46" WEST, A DISTANCE OF 458.33 FEET TO A 1/2 INCH CAPPED REBAR FOUND (ILLEGIBLE); THENCE RUN SOUTH 11°23'53" WEST, A DISTANCE OF 732.62 FEET; THENCE RUN SOUTH 80°32'32" EAST, DEPARTING SAID EAST RIGHT-OF-WAY OF U.S. HIGHWAY 31, A DISTANCE OF 116.49 FEET; THENCE RUN ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 1,746.82 FEET, AN ARC LENGTH OF 356.79 FEET, (CHORD BEARS SOUTH 86°23'37" EAST, A CHORD LENGTH OF 356.17 FEET); THENCE RUN ALONG A REVERSE CURVE TO THE RIGHT, HAVING A RADIUS OF 955.00 FEET, AN ARC LENGTH OF 132.43 FEET, (CHORD BEARS SOUTH 88°16'20" EAST, A CHORD LENGTH OF 132.33 FEET); THENCE RUN NORTH 13°39'06" EAST, A DISTANCE OF 15.14 FEET; THENCE RUN ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 970.00 FEET, AN ARC LENGTH OF 477.56 FEET, (CHORD BEARS SOUTH 70°04'18" EAST, A CHORD LENGTH OF 472.75 FEET); THENCE RUN ALONG A REVERSE CURVE TO THE LEFT, HAVING A RADIUS OF 1,399.73 FEET, AN ARC LENGTH OF 519.54 FEET, (CHORD BEARS SOUTH 66°36'04" EAST, A CHORD LENGTH OF 516.57 FEET); THENCE RUN SOUTH 77°14'02" EAST, A DISTANCE OF 169.25 FEET; THENCE RUN ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 744.14 FEET, AN ARC LENGTH OF 245.11 FEET, (CHORD BEARS SOUTH 67°47'51" EAST, A CHORD LENGTH OF 244.01 FEET); THENCE RUN SOUTH 55°14'14" EAST, A DISTANCE OF 102.12 FEET; THENCE RUN SOUTH 54°03'47" EAST, A DISTANCE OF 267.56 FEET; THENCE RUN ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 718.92 FEET, AN ARC LENGTH OF 352.65 FEET, (CHORD BEARS SOUTH 68°06'55" EAST, A CHORD LENGTH OF 349.12 FEET); THENCE RUN NORTH 00°02'02" EAST, A DISTANCE OF 2,270.63 FEET; THENCE RUN NORTH 77°23'09" WEST, A DISTANCE OF 565.74 FEET; THENCE RUN SOUTH 53°16'49" WEST, A DISTANCE OF 643.15 FEET; THENCE RUN SOUTH 86°49'31" WEST, A DISTANCE OF 225.97 FEET; THENCE RUN NORTH 75°50'57" WEST, A DISTANCE OF 369.84 FEET; THENCE RUN NORTH 19°18'43" EAST, A DISTANCE OF 318.52 FEET; THENCE RUN ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 350.00 FEET, AN ARC LENGTH OF 559.70 FEET, (CHORD BEARS NORTH 26°30'02" WEST, A CHORD LENGTH OF 501.94 FEET); THENCE RUN NORTH 72°18'46" WEST, A DISTANCE OF 367.67 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 101.85 ACRES, MORE OR LESS, AND IS LYING IN AND BEING A PART OF SECTION 21, TOWNSHIP 3 SOUTH, RANGE 3 EAST, BALDWIN COUNTY, ALABAMA.

From: Smith, Michael <smithmi@dot.state.al.us>
Sent: Monday, June 17, 2024 4:36 PM
To: Brannan, Cherice
Cc: McCracken, Paul; Campbell, Adam H.
Subject: RE: Olde Town Commons- US 31

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

I just put it on my calendar to go up there Thursday morning.

We need to discuss Bender Rd as well when you have time. Maybe tomorrow if that works for you.

Michael Smith, P.E.
Area Permit Manager
251-331-0104

Sent via the Samsung Galaxy S10e

----- Original message -----

From: "Brannan, Cherice"
Date: 6/17/24 2:46 PM (GMT-06:00)
To: "Smith, Michael"
Cc: "McCracken, Paul" , "Campbell, Adam H."
Subject: RE: Olde Town Commons- US 31

Here is your friendly Monday reminder!
With kind regards,
Cherice Brannan

Associate, Project Manager
Engineering Services
25353 Friendship Road
Daphne, AL 36526-6278
D 251.929.9782 C 251.979.7540



in   
www.dewberry.com

From: Brannan, Cherice
Sent: Monday, June 10, 2024 10:47 AM
To: Smith, Michael
Cc: McCracken, Paul ; Campbell, Adam H.
Subject: RE: Olde Town Commons- US 31
Good morning!
Checking back on this. Can we meet up one day this week?
With kind regards,
Cherice Brannan

Associate, Project Manager
Engineering Services
25353 Friendship Road
Daphne, AL 36526-6278
D 251.929.9782 C 251.979.7540



.....
in

www.dewberry.com

From: Smith, Michael <smithmi@dot.state.al.us>
Sent: Wednesday, May 22, 2024 2:07 PM
To: Brannan, Cherice <cbrannan@Dewberry.com>
Cc: McCracken, Paul <mccrackenp@dot.state.al.us>; Adam Campbell <acampbell@68ventures.com>
Subject: RE: Olde Town Commons- US 31

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

Let's do 10 am Tuesday morning if that works for you. We will meet there at that median.

Michael Smith, P.E.

Area Permit Mngr.

Office: 251- 470- 8273

Cell: 251 - 331 - 0104

From: Brannan, Cherice <cbrannan@Dewberry.com>
Sent: Wednesday, May 22, 2024 2:02 PM
To: Smith, Michael <smithmi@dot.state.al.us>
Cc: McCracken, Paul <mccrackenp@dot.state.al.us>; Adam Campbell <acampbell@68ventures.com>
Subject: RE: Olde Town Commons- US 31

Good afternoon!

I, too, am unavailable Monday 😊 but I can meet anytime Tuesday & Thursday or Wednesday morning.

With kind regards,

Cherice Brannan

Associate, Project Manager
Engineering Services

25353 Friendship Road
Daphne, AL 36526-6278
D 251.929.9782 C 251.979.7540



.....

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www.dewberry.com

From: Smith, Michael <smithmi@dot.state.al.us>
Sent: Wednesday, May 22, 2024 1:57 PM
To: Brannan, Cherice <cbrannan@Dewberry.com>
Cc: McCracken, Paul <mccrackenp@dot.state.al.us>; Adam Campbell <acampbell@68ventures.com>
Subject: RE: Olde Town Commons- US 31

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

Good afternoon Cherice,

We need to schedule a time to meet onsite to discuss the southern access versus median shift. I don't think it will take long but it will help the decision be made. What does next week look like for you? I'm open any day but Monday lol.

Michael Smith, P.E.

Area Permit Mngr.

Office: 251- 470- 8273

Cell: 251 - 331 - 0104

From: Brannan, Cherice <cbrannan@Dewberry.com>
Sent: Wednesday, May 1, 2024 7:32 AM
To: Smith, Michael <smithmi@dot.state.al.us>
Cc: McCracken, Paul <mccrackenp@dot.state.al.us>; Adam Campbell <acampbell@68ventures.com>
Subject: Olde Town Commons- US 31

Mike,

Attached are (2) sketches of the access management plan for Olde Town Commons.

- Both sketches show our 'north' access lining up with existing crossover at County Club Drive. This would be a full access.
- The first sketch shows our 'south' access at the location previously proposed.
 - We are proposing to move the existing crossover south to line up with the proposed turnout.
 - It appears the crossover currently serves 2 or 3 homes on a gravel driveway on the west side of US 31 (there are [2] mailboxes at the road).
 - It, also, appears that relocating this crossover would not cause an inconvenience for anyone using it as a U-turn.
 - This would be a full access.
 - Due to sight distance constraints we cannot move our proposed turnout to line up with the crossover in it's current location.
- The second sketch shows our 'south' access being relocated.

- We shifted the proposed turnout south to provide approx. 500 LF of distance between that access and the existing crossover (if left in it's current location).
- Due to it not lining up with a crossover, this access would be a right in/right out only.
- Currently neither sketch includes any additional turnout locations, from US 31, for the commercial properties, nor specific internal access. We are still discussing this with the developer.

Please let me know your thoughts and how we should proceed with the revised traffic study (including the signal warrant analysis). If another meeting is needed, please let me know and we will get one set up.

With kind regards,
Cherice Brannan

Associate, Project Manager
Engineering Services
25353 Friendship Road
Daphne, AL 36526-6278
D 251.929.9782 C 251.979.7540



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in   

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BALDWIN COUNTY, ALABAMA

Planning and Zoning Department

Robertsdale Office:
22251 Palmer Street
Robertsdale, AL 36567
251.580.1655

Foley Office:
201 East Section Avenue
Foley, AL 36535
251.580.1655

In addition to the typical "will-serve" letter for a proposed subdivision or planned unit development, please provide the following capacity information for the treatment facility that will serve the project.

Subdivision/Development Name: Old Towne Commons, PIN 62828

Utility Provider: BCSS

Select: ☐ water or ☒ sewer

Location of the treatment facility: MALBIS

ADEM permit number	AL0042234
Current permitted capacity	3.25 MGD
Current available capacity (including developments that have not come online to date)	1.702 MGD

Utility representative signature: Lisa M. Burke Digitally signed by Lisa M. Burke
Date: 2024.12.10 15:18:31 -06'00'

Date signed: 12-10-2024

Comments:

For questions, please contact the Robertsdale Planning & Zoning Office at the number listed above.

Thank you,

Planning and Zoning Staff



December 10, 2024

Kiersten Cavender
Dewberry
Re: PIN 62828, Old Towne Commons

Ms. Cavender,

At your request, this letter is to serve as a written report that Baldwin County Sewer Service, LLC (BCSS), is willing and financially capable of providing service to the proposed development to be located on the above-referenced property. Sewer service may be connected to this property at the owner's expense and request, subject to all terms and conditions set forth below.

Baldwin County Sewer Service, LLC, is willing and able to provide sewer service to the proposed development, subject to the following: (1) BCSS's standard terms and conditions ; (2) performance by the owner/applicant of all terms and conditions within the required written agreement between the applicant/owner and BCSS regarding the provision of services; (3) the construction of all required sewer infrastructure within the proposed development; (4) the receipt of final subdivision plat approval for the proposed development from the appropriate governmental authority; and (5) the payment of all required fees, including, but not limited to, all required impact fees, tap fees and line extension costs. Satisfaction of all of the aforementioned conditions and the continued use of sewer service and payment of all user fees constitutes a commitment of BCSS to provide sewer service and treatment for the proposed development.

This letter is not to be used to obtain a building permit. A \$1,500* impact fee per lot will need to be paid to Baldwin County Service, LLC, if a new subdivision plat is signed. This letter is valid for a period of one year from the date of issue. Any customer who has not paid the necessary fees before this letter expires will need to contact BCSS and request a re-issuance of the willing and able letter. BCSS will treat the wastewater at our Malbis wastewater treatment plant.

*Franchise fees apply in franchise areas.

Sincerely,
Lisa M. Burke
Lisa M. Burke
Baldwin County Sewer Service, LLC
251-971-3022



November 27, 2024

Kiersten Cavender
Dewberry Engineering

RE: Service Availability – Old Towne Commons Master Plan – PIN 62828

Dear Ms. Cavender,

This letter is in response to your request for information on the availability of service at the above location by AT&T.

This letter acknowledges that the above referenced property is located in an area served by AT&T. Any service arrangements for this location will be subject to later discussions and agreements between the developer and AT&T. Please be advised that this letter is not a commitment by AT&T to provide service to this location.

Please contact me at the phone number included in this letter with any questions.

Thank you for contacting AT&T.

Sincerely,

A handwritten signature in black ink, appearing to read "Wade Mitchell".

Wade Mitchell
Senior – OSP Design Engineer
AT&T Alabama
2155 Old Shell Rd
Mobile, Alabama 36607
Gulf District/ Mobile Office



P.O. Box 220
Summerdale, AL
36580-0220

February 19, 2025

Dewberry
Kiersten Cavender
25353 Friendship Road
Daphne AL 36526

Re: Plat for Old Towne Commons, Parcel 05-28-05-21-0-000-001.000

Dear Kiersten Cavender:

This letter is to confirm that the referenced development is in Baldwin E.M.C.'s service territory. Also, this letter is confirming that the referenced has been submitted to Baldwin EMC.

Baldwin EMC is willing to service the development as long as the necessary easements are granted using our standard easement form and all other appropriate documents and fees are finalized in advance. Baldwin EMC must be given proper notice and planning time with respect to required system upgrades (transmission line, substation and distribution line). All system upgrades and line extensions will be in accordance with Baldwin EMC's current Line Extension Policy.

Please contact me to discuss necessary easements and fees.

Below is our typical required easements for subdivisions:

There is a dedicated herewith a 10 foot utility easement on all lot lines and common areas adjacent to the right-of-ways and a 10 foot utility easement on each side of lot and common area lines, unless otherwise noted.

If you have any questions or if I can be of further assistance, please do not hesitate to contact me at 251-989-0106.

Sincerely,

Clayton Stewart
Supervisor of Staking
CS/nn

HEADQUARTERS
19600 State Highway 59
Summerdale, AL 36580

NORTH BALDWIN
47525 Highway 59
Bay Minette, AL 36507

SOUTH BALDWIN
21801 University Lane
Orange Beach, AL 36561



NORTH BALDWIN UTILITIES

25 Hand Ave | Bay Minette, AL 36507
251.937.0345 fax | 251.580.1626 phone
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PROVIDING QUALITY SERVICES SINCE 1945 • NATURAL GAS • WATER • WASTEWATER

November 27, 2024

Kiersten Cavender
Dewberry
25353 Friendship Road
Daphne, AL 36526
kcavender@Dewberry.com

Re: Letter of Water & Gas Service Availability
Old Towne Commons
Bay Minette, AL 36507

Dear Kiersten,

At your request, this letter is to confirm that the above referenced property is in North Baldwin Utilities' service territory for water and gas. We have received a copy of the Master Plat for Old Towne Commons.

North Baldwin Utilities (NBU) is willing and able to provide water and gas service to the above referenced location, subject to the applicant paying all fees required for this service.

All new or modified utility infrastructure shall be in accordance with NBU specifications. The developer shall coordinate with NBU throughout the planning, design, and construction of the development to ensure conformity with NBU protocols and requirements.

I am available to further discuss your project and welcome any inquiries regarding NBU services and requirements regarding this development.

Sincerely,

Jeffrey L. Donald
Chief Operations Officer

JLD/alr

HENRY C. CONNER JR. | HUGH M. DICKSON III | ROBERT J. JAYE | HAMILTON C. SMITH | MAYOR ROBERT A. WILLS
JASON M. PADGETT, *Chief Executive Officer (CEO)*

RAYMOND LOVELL
Chairman
ANTHONY LOWERY
Vice Chairman
ROY GLENN
Secretary/Treasurer

KRISTI STAMNES
Director



PAUL MUELLER
AL TOLBERT
MARK SEALY
DAVID WILSON

MARK D. RYAN
General Counsel

911 TELECOMMUNICATOR CIRCLE, ROBERTSDALE, ALABAMA
36567

Subdivision: Old Towne Commons, phase 1

Subdivision location: east off State Hwy 59 - Bay Minette

Requested by: Kiersten Cavender - Dewberry

Email: kcavender@dewberry.com

Phone: 850-760-0333

Reservation valid through: 1/27/2026

This letter serves as formal approval for the use of the new road names listed below, as well as the extension of existing approved road names. We confirm that all proposed road names comply with relevant naming conventions and standards, ensuring clarity and consistency in road identification.

The road names listed in this letter are reserved for one year (365 days) from the date of issuance. If any changes are made to the road names as listed, please contact our office to obtain approval. If you require an extension of the reservation beyond one year, you must submit a formal request. Otherwise, the road names will be automatically released and designated as "available for use."

PreMod	PreDir	PreType	PreSep	Street Name	PosTyp	PosDir	PosMod
				KEESLER	ROAD		
				STELLA LUNA	BOULEVARD		
				MURRAY	BOULEVARD		
				LANDY	LANE		
				RYLEE RAY	ROAD		
				ARIA	PLACE		
				EVALESE	WAY		
				BREE	DRIVE		

Signed: Samantha Roberts

Date: 1/27/2025

EMERGENCY POLICE • FIRE • MEDICAL DIAL 9-1-1