

December 11, 2024

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

**RE: Old Towne Commons
Master Plan Amendment Application**

To Whom It May Concern,

Please find enclosed our Master Plan Amendment Application for Old Towne Commons. The attached documents are summarized as follows:

- Check in amount of \$200.00
- Master Plan Application
- Master Plan – Four (4) sets of 24" x 36"
- Master Plan – Digital copy submitted to COBM_Planning@cityofbayminetteal.gov
- Agent Authorization
- Legal Description
- Access Authority Approval – N/A
- Covenants or Deed Restrictions – N/A
- Utility Letters – ATT, Baldwin EMC, NBU, BCSS
- APO Labels

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

<i>Office Use Only</i>	
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 / Cathy Barnette

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

Mailing Address: 25353 Friendship Road, Daphne, AL

Surveyor Name: Victor Germain APLS Lic#: _____

Surveying Firm Name: Dewberry City Business Lic#: _____

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

Engineer Name: Jason Estes Registration #: 22714

Engineering Firm Name: Dewberry City Business Lic#: _____

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 Towne Commons

Location: State Hwy 59

Section: 21 Township: 3S Range: 3E Instrument# or Slide# of Existing Recorded Plat: _____

Parcel ID/PPIN(s): 28-05-21-0-000-001.000 / 62828

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

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

UTILITY PROVIDERS

Water: North Baldwin Utilities

Power: Baldwin EMC

Telephone: ATT

Sewer: Baldwin County Sewer Service

Gas: North Baldwin Utilities

Internet: ATT

ACCESS

Roadway Name: HWY 59 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

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: Cathy S. Barnette Digitally signed by Cathy S. Barnette
Date: 2024.12.11 13:26:21 -0600 Date: 12/11/2024

INTERNAL USE ONLY

<p>FEES & PAYMENT DETAILS</p> <p>Application Fee: \$ _____</p> <p>Total # of Lots _____ x \$20 = \$ _____</p> <p>Total # Certified Letters: _____ x \$10 = \$ _____</p> <p>TOTAL DUE \$ _____</p> <p><input type="checkbox"/> Cash <input type="checkbox"/> Card* 3.99% Fee</p> <p><input type="checkbox"/> Check #: _____</p> <p>Date Paid: _____</p>	<p>Zoning: _____ FEMA: _____ Potential Wetlands <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Printed Set <input type="checkbox"/> Yes <input type="checkbox"/> No PDF Plat <input type="checkbox"/> Yes <input type="checkbox"/> No Digital .SHP or .DWG <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Owner Permission <input type="checkbox"/> Deed <input type="checkbox"/> Legal Description <input type="checkbox"/> Adjacent Property List</p> <p><input type="checkbox"/> Service Availability <input type="checkbox"/> Access <input type="checkbox"/> Waiver <input type="checkbox"/> Covenants</p> <p>Completeness Review Date: _____ <input type="checkbox"/> Complete <input type="checkbox"/> Incomplete</p> <p>Deficiencies: _____</p> <p>PC Meeting Date: _____ Public Notice Deadline Date: _____</p>
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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] 12/11/2024
 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] 12/11/2024
 Signature(s) Date

PUD Legal Description:

BEGIN AT THE NORTHEAST CORNER OF SECTION 21, TOWNSHIP 3 SOUTH, RANGE 3 EAST, BALDWIN COUNTY, ALABAMA; THENCE RUN SOUTH 01° 40' 31" WEST, ALONG THE EAST LINE OF SAID SECTION 21, A DISTANCE OF 3980.61 FEET TO THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF THE AFORESAID SECTION 21; THENCE DEPARTING SAID EAST LINE OF SECTION 21, RUN NORTH 87° 39' 11" WEST, ALONG THE NORTH LINE OF THE SOUTH ONE HALF OF THE SOUTH ONE HALF OF SAID SECTION 21, A DISTANCE OF 3832.87 FEET; THENCE DEPARTING SAID NORTH LINE RUN NORTH 01° 32' 45" EAST, A DISTANCE OF 535.00 FEET; THENCE RUN NORTH 87° 39' 11" WEST, A DISTANCE OF 1355.92 FEET TO THE EASTERLY RIGHT-OF-WAY OF U.S. HIGHWAY NO. 31 (RIGHT-OF-WAY WIDTH VARIES), THENCE RUN ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 1472.39 FEET FOR AN ARC LENGTH OF 822.10 FEET, (DELTA = 31° 59' 26", CHORD DISTANCE = 811.46 FEET, CHORD BEARING = NORTH 28° 53' 07" EAST); THENCE RUN NORTH 12° 53' 24" EAST, A DISTANCE OF 980.14 FEET; THENCE RUN NORTH 12° 53' 24" EAST, A DISTANCE OF 457.97 FEET TO A POINT ON THE AFORESAID EASTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 31; THENCE RUN ALONG SAID RIGHT-OF-WAY LINE NORTH 12° 53' 24" EAST, A DISTANCE OF 849.55 FEET; THENCE RUN ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 1392.69 FEET FOR AN ARC LENGTH OF 504.47 FEET, (DELTA ANGLE = 20°45'15", CHORD DISTANCE = 501.72 FEET, CHORD BEARING = NORTH 23°16'01" EAST), TO A POINT ON THE NORTH LINE OF THE AFORESAID SECTION 21; THENCE DEPARTING SAID RIGHT-OF-WAY LINE RUN SOUTH 87°40'10" EAST, ALONG SAID NORTH LINE OF SECTION 21, A DISTANCE OF 4189.23 FEET TO THE POINT OF BEGINNING.



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



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



NORTH BALDWIN UTILITIES

25 Hand Ave | Bay Minette, AL 36507
251.937.0345 fax | 251.580.1626 phone
www.northbaldwinutilities.com

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. Donaid
Chief Operations Officer

JLD/alr



BALDWIN EMC

Your Touchstone Energy Cooperative 

P.O. Box 220
Summerdale, AL
36580-0220
(251) 989-6247

www.baldwinemc.com

December 14, 2023

Emily Phillips
Dewberry
25353 Friendship Road
Daphne, AL 36526-6278

Re: Proposed Plat Old Towne Commons PUD, PINS 62828, 31532 & 222473, 827 Lots

Dear Emily Phillips:

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 251-989-0151.

Sincerely,

A handwritten signature in blue ink that reads "Brian Seals".

Brian Seals
Manager of Engineering
BS/cl#

BYRD, GEORGE ETAL BYRD, BOBBIE J
36630 CO RD 39 N (MA)
STAPLETON, AL 36578

BYRD, GEORGE ETAL BYRD, BOBBIE J
36630 CO RD 39 N (MA)
STAPLETON, AL 36578

BYRD, GEORGE ETAL BYRD, BOBBIE J
36630 CO RD 39 N (MA)
STAPLETON, AL 36578

BRYANT, KEITH CONSERVATOR OF THE
ESTATE AND OF JULIE MARIE BRYANT
37765 ST HWY 59
BAY MINETTE, AL 36507

BRYANT, KEITH CONSERVATOR OF THE
ESTATE AND OF JULIE MARIE BRYANT
37765 ST HWY 59
BAY MINETTE, AL 36507

BRYANT, KEITH CONSERVATOR OF THE
ESTATE AND OF JULIE MARIE BRYANT
37765 ST HWY 59
BAY MINETTE, AL 36507

SEVEN STATES TIMBERLANDS LLC
3158 GATEWAY LANE
CANTOMENT, FL 32533

SEVEN STATES TIMBERLANDS LLC
3158 GATEWAY LANE
CANTOMENT, FL 32533

SEVEN STATES TIMBERLANDS LLC
3158 GATEWAY LANE
CANTOMENT, FL 32533

WOLFE BRANDON DELMA AND WERNER
ROBERT FREDERICK
14496 CHEAIN BLANC DR
SILVERHILL, AL 36576

WOLFE BRANDON DELMA AND WERNER
ROBERT FREDERICK
14496 CHEAIN BLANC DR
SILVERHILL, AL 36576

WOLFE BRANDON DELMA AND WERNER
ROBERT FREDERICK
14496 CHEAIN BLANC DR
SILVERHILL, AL 36576

WHATLEY, JASON ETAL WHATLEY, KARI
37252 CHEVAL AIRE RD
BAY MINETTE, AL 36507

WHATLEY, JASON ETAL WHATLEY, KARI
37252 CHEVAL AIRE RD
BAY MINETTE, AL 36507

WHATLEY, JASON ETAL WHATLEY, KARI
37252 CHEVAL AIRE RD
BAY MINETTE, AL 36507

ELLIS FARMS INC
9735 SOLDIER CREEK RD
LILLIAN, AL 36549

ELLIS FARMS INC
9735 SOLDIER CREEK RD
LILLIAN, AL 36549

ELLIS FARMS INC
9735 SOLDIER CREEK RD
LILLIAN, AL 36549

JAYDEN REALTY LLC
26050 PERDAZZER LN
DAPHNE, AL 36526

JAYDEN REALTY LLC
26050 PERDAZZER LN
DAPHNE, AL 36526

JAYDEN REALTY LLC
26050 PERDAZZER LN
DAPHNE, AL 36526

MCKINLEY, CHARLES ANTHONY
6034 US HWY 331 N
DEFUNIAK SPRINGS, FL 32433

MCKINLEY, CHARLES ANTHONY
6034 US HWY 331 N
DEFUNIAK SPRINGS, FL 32433

MCKINLEY, CHARLES ANTHONY
6034 US HWY 331 N
DEFUNIAK SPRINGS, FL 32433

NEW REGENERATION HOLINESS
CHURCH
PO BOX 100
STAPLETON, AL 36578

NEW REGENERATION HOLINESS
CHURCH
PO BOX 100
STAPLETON, AL 36578

NEW REGENERATION HOLINESS
CHURCH
PO BOX 100
STAPLETON, AL 36578

COOPER TRACT LLC
PO BOX 1566
MOBILE, AL 36633

COOPER TRACT LLC
PO BOX 1566
MOBILE, AL 36633

COOPER TRACT LLC
PO BOX 1566
MOBILE, AL 36633

DOWNEHN, JOHN
 PO BOX 917
 STAPLETON, AL 36578

DOWNEHN, JOHN
 PO BOX 917
 STAPLETON, AL 36578

DOWNEHN, JOHN
 PO BOX 917
 STAPLETON, AL 36578

BRYANT, KEITH
 37765 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, KEITH
 37765 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, KEITH
 37765 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HALL, SANDRA K ETAL HALL, JAMES R IV
 37957 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HALL, SANDRA K ETAL HALL, JAMES R IV
 37957 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HALL, SANDRA K ETAL HALL, JAMES R IV
 37957 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, RILEY L
 37765 HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, RILEY L
 37765 HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, RILEY L
 37765 HIGHWAY 59
 BAY MINETTE, AL 36507

ADDICKS, DAVID ALAN
 37837 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

ADDICKS, DAVID ALAN
 37837 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

ADDICKS, DAVID ALAN
 37837 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

RAMER, LISA LONG AS TRUSTEE OF THE
 LISA AND LONG RAMER REVOCABLE
 LIVING TRUST
 PO BOX 755
 STAPLETON, AL 36578

RAMER, LISA LONG AS TRUSTEE OF THE
 LISA AND LONG RAMER REVOCABLE
 LIVING TRUST
 PO BOX 755
 STAPLETON, AL 36578

RAMER, LISA LONG AS TRUSTEE OF THE
 LISA AND LONG RAMER REVOCABLE
 LIVING TRUST
 PO BOX 755
 STAPLETON, AL 36578

VALENTINE, JEFFREY
 103 N INGLESIDE ST
 FAIRHOPE, AL 36532

VALENTINE, JEFFREY
 103 N INGLESIDE ST
 FAIRHOPE, AL 36532

VALENTINE, JEFFREY
 103 N INGLESIDE ST
 FAIRHOPE, AL 36532

LEONARD, JOSEPH E ETAL LEONARD,
 BEVERLY
 6541 SHARON WAY
 THEODORE, AL 36582

LEONARD, JOSEPH E ETAL LEONARD,
 BEVERLY
 6541 SHARON WAY
 THEODORE, AL 36582

LEONARD, JOSEPH E ETAL LEONARD,
 BEVERLY
 6541 SHARON WAY
 THEODORE, AL 36582

SIZEMORE, NORMAL J ETUX SHARON W
 37615 ST HIGHWAY 59
 BAY MINETTE, AL 36507

SIZEMORE, NORMAL J ETUX SHARON W
 37615 ST HIGHWAY 59
 BAY MINETTE, AL 36507

SIZEMORE, NORMAL J ETUX SHARON W
 37615 ST HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, MATTHEW OLAN ETAL
 BRYANT, KEITH AND E; BRYANT,
 PAMELA A
 37723 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, MATTHEW OLAN ETAL
 BRYANT, KEITH AND E; BRYANT,
 PAMELA A
 37723 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

BRYANT, MATTHEW OLAN ETAL
 BRYANT, KEITH AND E; BRYANT,
 PAMELA A
 37723 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HARRIS, HUGH H ETUX DEBORAH J (LIFE
 ESTA AND TE)
 PO BOX 296
 STAPLETON, AL 36578

LONG, ERIC W ETUX PAT
 37557 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HARRIS, HUGH H ETUX DEBORAH J (LIFE
 ESTA AND TE)
 PO BOX 296
 STAPLETON, AL 36578

LONG, ERIC W ETUX PAT
 37557 STATE HIGHWAY 59
 BAY MINETTE, AL 36507

HARRIS, HUGH H ETUX DEBORAH J (LIFE
 ESTA AND TE)
 PO BOX 296
 STAPLETON, AL 36578

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 37557 STATE HIGHWAY 59
 BAY MINETTE, AL 36507