



# City of Bay Minette

## Planning Commission

301 D'Olive Street · Bay Minette, Alabama 36507

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

### AGENDA

May 1, 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 April 10, 2025, Regular Meeting
- 5.) Disclosure of Prior Communications and/or Conflicts of Interest
- 6.) Old Business
- 7.) New Business
  - a.) Election of Chairman and Vice-Chairman for 2025-2026
  - 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 – June 12, 2025\*\***



## Bay Minette Planning Commission Regular Meeting Minutes

Minutes April 10, 2025

Monthly Meeting No. 4

The City of Bay Minette Planning Commission met in Regular Session on Thursday, April 10, 2025. The meeting was called to order at 8:01 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  
Robert A. "Bob" Wills, Mayor  
Rob Madison, Building Official/Commission Member  
William Taylor, City Council/Commission Member  
Hiram Templeton, Commission Member  
Earl Emmons, Commission Member  
Jim Faulkner, Commission Member

### Commission Members absent

Neal Covington, Vice-Chairman

### Commission Members late

None

### Other persons in regular attendance

Tammy Smith, City Administrator  
Lauren Collinsworth, Attorney  
Clair Dorough, City Planner  
Steven Stewart, Fire Inspector  
Tom Granger, City Engineering Consultant with Pillar, LLC  
Paula Bonner, Planner Associate  
Kristina Pittman, North Baldwin Chamber of Commerce

### Guests

None

### INVOCATION

Councilman Taylor presented the invitation, followed by the pledge.

### ITEM 3.

Announcements/Registration to address the Commission

### ITEM 4.

Approval of the March 13, 2025, Regular Meeting Minutes

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

**ITEM 5.**            **Disclosure of Prior Communications and/or Conflicts of Interest**  
None

**ITEM 6.**            **Old Business**  
Mrs. Dorough shared an update on the progress of the Comprehensive Plan being developed by Volkert, Inc.

**ITEM 7.**            **New Business**

**a.) SD-25003, Old Towne Commons, Phase 1 Preliminary Plat**

Mrs. Dorough reported the preliminary plat application for 192 single family lots and related infrastructure was tabled at the written request of the applicant, followed by discussion of:

- The reason for the request was due to comments from city staff, the city consultant engineer, and ALDOT which must be addressed.
- Although public hearing notices were sent and no members of the public were in attendance, the adjacent property owners must be re-notified at the costs of the applicant, and another public hearing held.

**b.) Updates & Upcoming Cases**

- New Staff Member - Planning & Development Services Department
- Planning Commission Members Status
- Planning Commission Representative for Board of Adjustment
- Annual Planning Commission Meeting - May 8, 2025
- Comprehensive Plan Draft
- Stormwater Regulation Draft
- Chamber Drive Joint Parking Project
- Rain Drive / Highway 31 Potential Shopping Center Pre-Application Meeting
- Rabun Road / I-65 Potential Commercial Development Pre-Application Meeting
- McMeans & W 14<sup>th</sup> Street Potential Gym Pre-Application Meeting
- McMeans & Jaycee Road Site Work / Potential Commercial Development
- Murphy Oil Demolition and Rebuild
- Right of Way Maintenance Flyer

**ITEM 8.**            **Reports**

a.) Mayor/Council Report – Mayor Wills shared updates on discussions concerning the possible sale and future development of the city-owned former bowling alley.

Mrs. Smith reported plans to expand the Redevelopment District which will allow for more Cooperative Districts in the future.

b.) Attorney – None

c.) Commission Members – None

d.) City Engineer Consultant Report – None

e.) Planning Staff – Mrs. Dorough reported that the Zoning Ordinance Amendment related to political signs has been approved. She also said the Sellers Rezoning request had a first reading at City Council and is scheduled for a second reading on April 21, 2025.

f.) Public Comments– Mrs. Pittman reported on recent and upcoming North Baldwin Chamber events and Mrs. Smith shared upcoming city events.

**ITEM 9.** With no further business, Chairman Stewart adjourned the meeting at 8:20 a.m.

DONE THIS THE 10<sup>TH</sup> DAY OF APRIL 2025

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Chairman, Todd Stewart

ATTEST:

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Paula Bonner, Planner Associate

**Motion Summary:**

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

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