

Bay Minette Planning Commission Agenda
Conference Room at City Hall
January 12, 2016
8:00 a.m.

1. Called to Order
2. Invocation and Pledge
3. Approval of Minutes for December 8, 2015 Regular Meeting
4. Approval of Minutes of December 21, 2015 Special Called Meeting
4. Old Business:
 - None
5. New Business:
 - None
6. Reports:
 - A. Mayor/Council
 - B. Attorney
 - C. Commissioner's Comments
7. Adjourn

Bay Minette Planning Commission Regular Meeting Minutes

Minutes of December 8, 2015

Monthly Meeting No. 12

The Bay Minette Planning Commission met in Regular Session on Tuesday, December 8, 2015. The meeting was called to order by Chairman Stewart at 8:00 a.m., in the Conference Room located in Bay Minette City Hall, in 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:

Todd Stewart, Chairman
Robert A. "Bob" Wills, Mayor
Danleigh Corbett, Council Member
Oscar Waters, Building Official
Ed Pepperman, Commission Member
Robbie Strom, Commission Member

Members Absent:

Karmen Still, Vice Chairperson
A.C. Ulmer, Commission Member

Other person in regular attendance:

Rita Findley, City Clerk
Scotty Lewis, City Attorney
Leslie Johnston, South Alabama Regional Planning

GUESTS Guest present:

Joshua Key
Marjorie Cieutat
Matthew Cieutat
Carole Banks

**INVOCATION/
PLEDGE** Commission Member Ulmer offered the invocation and followed by the pledge.

ITEM 3. Chairperson Stewart asked the planning commission to review the minutes of the November 10, 2015 meeting. Commission Member Pepperman made a motion to approve the minutes for the November 10, 2015 meeting as amended. The motion was seconded by Commission Member Strom and the motion carried.

ITEM 4.

Chairperson Stewart introduced item 5, Old business:

- Chairman Stewart announced that Mr. Waters has maps for the subcommittee work on the extraterritorial planning jurisdiction agreement between the City of Bay Minette and Baldwin County.

ITEM 6.

Chairperson Stewart introduced Item 6: New Business:

- Request for Site Plan review for Matthew Cieutat for relocation of his business-Slow Fade Studio to 2106 US Highway 31 from Spanish Fort. After much discussion, Commission Member Pepperman made a motion to approve the site plan with the following contingents: Health Department approval; Administrative approval for landscaping plans, signs plan, and handicap accessible parking. The motion was seconded by Commission Member Corbett and unanimously carried.
- Request for Site Plan Review for Frank and Carole Banks for location of new business to be located at 25 Pine Street—Usage approval for making funeral arrangements, cremation arrangement and other general business actions commonly associated with the death care profession. After much discussion concerning parking, accessibility and landscaping; Mrs. Banks asked that the matter be tabled until more information could be obtained. Chairman Stewart stated that a special called meeting could be arranged if necessary.

ITEM 7.

Reports:

A. Mayor/Council Report:

- Mayor Wills report the resignation of Joe Landenwich, Finance Director and the hiring of Tammy Smith.

B. Attorney Report

- None

C. Commissioner's Report

- None

ITEM 8.

With no further business, Chairperson Stewart adjourned the meeting at 9:10 a.m.

DONE THIS THE 8th DAY OF DECEMBER 2015

Todd Stewart
Chairperson

ATTEST:

Rita Diedtrich
City Clerk

Bay Minette Planning Commission Special Called Meeting Minutes

Minutes of December 21, 2015

Monthly Meeting No. 13

The Bay Minette Planning Commission met in Called Session on Monday, December 21, 2015. The meeting was called to order by Chairman Stewart at 4:30 p.m., in the Conference Room located in Bay Minette City Hall, in Bay Minette, Alabama; this being the proper place, date and hour as advertised to hold such meeting.

IN ATTENDANCE At 4:30 a.m. the following members were present:

Todd Stewart, Chairman
Karmen Still, Vice Chairperson
Robert A. "Bob" Wills, Mayor
Danleigh Corbett, Council Member
Oscar Waters, Building Official
Ed Pepperman, Commission Member
Robbie Strom, Commission Member
A.C. Ulmer, Commission Member

Members Absent:

None

Other person in regular attendance:

Rita Findley, City Clerk
Scotty Lewis, City Attorney

GUESTS Guest present:

Frank Banks
Carole Banks
Johnny Biggs, Councilmember

**INVOCATION/
PLEDGE** Chairman Stewart offered the invocation and followed by the pledge.

ITEM 3. Special Meeting Item:

- Request for Site Plan Review for Frank and Carole Banks for location of new business to be located at 25 Pine Street—Usage approval for making funeral arrangements, cremation arrangement and other general business actions commonly associated with the death care profession. Mrs. Banks stated that the business would be a mortuary with viewing services with no chapel or services being held in the facility. After much discussion, concerning this facility being located in the downtown historic district; Commission member Pepperman made a motion to accept the proposal contingent upon administrative approval of landscaping plan, sign plans and accessibility. The motion was seconded by Commission member Corbett and unanimously carried.

ITEM 4. Reports:

A. Mayor/Council Report:

- None

B. Attorney Report

- None

C. Commissioner's Report

- None

ITEM 8. With no further business, Chairperson Stewart adjourned the meeting at 4:50 p.m.

DONE THIS THE 21ST DAY OF DECEMBER 2015

Todd Stewart
Chairperson

ATTEST:

Rita Diedtrich
City Clerk