

Bay Minette Planning Commission Agenda
Conference Room at City Hall
August 10, 2017
8:00 a.m.

1. Called to Order
2. Invocation and Pledge
3. Approval of Minutes for July 13, 2017 Regular Meeting
4. Old Business:
 - None
5. New Business:
 - Public Hearing to Amend the Subdivision Regulations
 - Election of Officers
6. Reports:
 - A. Mayor/Council
 - B. Attorney
 - C. Commissioner's Comments
7. Adjourn

Bay Minette Planning Commission Regular Meeting Minutes

Minutes July 13, 2017

Monthly Meeting No. 7

The Bay Minette Planning Commission met in Regular Session on Thursday, July 13, 2017. 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
Ed Pepperman, Vice-Chairman
John Biggs, Councilmember
Oscar Waters, Building Official
Scotty Langham, Commission Member
Clair Dorough, Commission Member
David Diehl, Commission Member

Absentee:

Robert A. "Bob" Wills, Mayor
Dollie Mims, Commission Member

Other person in regular attendance:

Scotty Lewis, Attorney
Rita Diedtrich, City Clerk
Jessica Peed, Public Works
Leslie Johnston, SARPC

GUESTS No guests were present.

INVOCATION Commission Member Langham gave the invocation and followed by the pledge. Chairman Stewart welcomed everyone to the meeting.

ITEM 3. Approval of Minutes of the June 8, 2017 Regular Meeting. After discussion of the minutes; Commission Member waters moved to approve the minutes with corrections. The motion was seconded by Commission Member Langham and unanimously carried

ITEM 4. Chairman Stewart introduced Item 4: Old business:

- None

ITEM 5. Chairman Stewart introduced Item 5: New Business:

- Chairman Stewart introduced a proposed Amendment to the Subdivision Regulations to deal with family subdivisions. After much discussion on ingress/egress; Planning Commission approval process, limitation on the sale of property after a family subdivision and re-subdivision limitation, Chairman Stewart ask that a public hearing be held at the next regular meeting.

ITEM 6. Reports:

A. Mayor/Council Report:

- None

B. Attorney Report

- Mr. Lewis stated that to approve the amendment to the subdivision regulation and affirmative vote would be needed.

C. Commissioner's Report

- Election of Officers

ITEM 7. With no further business, Chairperson Stewart adjourned the meeting at 9:10 a.m.

DONE THIS THE 13th DAY OF JULY 2017

Todd Stewart, Chairman

ATTEST:

Rita Diedtrich, City Clerk

Except as set forth in this Section 8, the provisions of these regulations shall not otherwise apply to the following administrative subdivisions:

(i) The resubdivision of land into six (6) or less lots, tracts, or parcels where each of the lots, tracts, or parcels established by the resubdivision fronts on an existing public road.

(ii) An owner of a parcel of real property may convey a portion thereof to an adjoining owner without being subject to the provisions of these regulations provided that no new lots are thereby created.

(iii) Subdivision wherein the size of each and every resulting lot equals or exceeds twenty (20) acres including existing public rights-of-way. Each parcel shall have access from an ingress/egress and utility easement of a minimum of thirty (30) feet in width.

(iv) Subdivision wherein the size of each and every resulting lot equals or exceeds ten (10) acres including existing public rights-of-way. Each parcel shall have frontage on publicly maintained road.

(v) The subdivision of property for the limited purpose of sale, deed or transfer of land by the owner to a person or persons, all of whom are members of the owner's immediate family. Each parcel which is subdivided pursuant to this subparagraph shall have deeded ingress/egress and utility access or easement that runs with the land of not less than 30 feet in width. A qualifying division hereunder is limited to a division among the following designated legally related immediate family members: spouse, children, siblings, parents, grandparents, grandchildren, nieces, nephews, or step-related individuals of the same status.

(vi) The public acquisition by purchase or donation of strips of land for the widening or opening of streets.”

In addition to the requirements set forth above, the following requirements must be satisfied: each lot created hereunder shall comply with all minimum lot size and setback requirements otherwise specified by the provisions herein or by provisions of the Zoning Ordinance; maintenance of the easement, together with all improvements thereto, shall be the responsibility of all parties to which it is granted by (1) written agreement or (2) deed reference, and shall be noted on a Recorded Plat of Survey. Neither the City nor the County shall be responsible for any easement or improvements thereto. The property owner shall be responsible for the preparation of a certified plat, in form as approved by the Planning Commission, to be filed in the Baldwin County Probate records upon receiving approval hereunder. In the event the property to be divided is an existing lot (or lots) of record in a recorded subdivision, the applicant shall be required to cause a certified plat, in form as approved by the Planning Commission, to be recorded in the Baldwin County Probate records upon receiving an exemption hereunder.

Provided, however, no administrative subdivision shall: consist of more than six lots; contain any public improvements; or require the expenditure of any public funds.

For administrative subdivisions hereunder, no public hearing shall be required, but shall be subject to review and approval of the Planning Commission for compliance with the requirements contained in this Section 8. Upon consideration and approval by the Planning Commission, the Chairman shall be authorized to sign the plat on behalf of the Planning Commission.

Any property included as part of an administrative subdivision shall not be eligible for consideration for further subdivision as an administrative subdivision for a period of one (1) year from the date of the last administrative subdivisions.