

**Bay Minette Planning Commission Amended Agenda**  
**Conference Room at City Hall**  
**July 11, 2019**  
**8:00 a.m.**

1. Called to Order
2. Invocation and Pledge
3. Approval of Minutes for the June 13, 2019 Regular Meeting
4. Old Business:
  - Discussion Continued from Previous Meeting: Carport Compliance
5. New Business:
  - Administrative Subdivision Request
    1. Baldwin EMC Subdivision—West side of 59—1/2 mile north of Alabama Hwy 287
    2. Cowart Subdivision—Intersection of Carlee Lane and Ridge Line Drive
    3. Thomas R. Dean—43101 Twin Pines Lane
  - Gordon Mothershed request for portable carport set back request
6. Reports:
  - a) Mayor/Council
  - b) Attorney
  - c) Commissioner's Comments
7. Adjourn

# Bay Minette Planning Commission Regular Meeting Minutes

Minutes June 13, 2019

Monthly Meeting No. 6

The Bay Minette Planning Commission met in Regular Session on Thursday, June 13, 2019. 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  
Robert A. "Bob" Wills, Mayor  
John Biggs, Councilmember  
Clair Dorough, Commission Member  
Scotty Langham, Commission Member  
David Diehl, Commission Member

Absent:

Oscar Waters, Building Official

Other persons in regular attendance:

Scotty Lewis, Attorney  
Rita Diedrich, City Clerk  
Tammy Smith, City Administrator/Finance Director  
Leslie Johnston, SARPC  
Pat Robinson, North Baldwin Utilities  
Ashley Jones-Davis, North Baldwin Chamber of Commerce

**GUESTS**

Danny Pulliam  
Todd Harding, Sr.  
Mike D'Olive

**INVOCATION**

Chairman Stewart gave the invocation, followed by the pledge.

**ITEM 3.**

Approval of Minutes of the May 9, 2019 Regular Meeting. After much discussion, Mayor Wills made a motion to approve the minutes. The motion was seconded by Commission Member Dorough and unanimously carried.

ITEM 4.

Old Business

- Discussion—Continued from Previous Meeting: Carport Compliance. Chairman Stewart recognized Mr. Harding who explained his situation with his carports. After some discussion, Chairman Stewart stated that this issue will be tabled until next meeting to allow time for Mr. Lewis, Mr. Robinson and himself will review this issue.

Mayor Wills announced that Pat Robinson will be assisting the Building Department due to the retirement of Mr. Oscar Waters.

ITEM 5.

New Business:

- Administrative Subdivisions  
Commission Member Diehl recused himself for this part of the meeting.
  - 1) Bay Minette Industrial Board-D'Olive Street Extension  
Chairman Stewart stated that the application request that one parcel be subdivided into two parcels with one parcel being 71.8 acres and the other 4.2 acres. Subdivision request is necessary so property can be deeded to Bay Minette Airport Authority for a FAA Weather Station. After discussion, Commission Member Pepperman made a motion to approve the administrative subdivision and to authorize the Chairman to sign the plat. The motion was seconded by Commission Member Langham and unanimously carried.
  - 2) Denmark Family Subdivision-South end of Dee Avenue south of Brady Road. After much discussion concerning ingress and egress, Commission Member Pepperman made a motion to approve the administrative subdivision and to authorize the Chairman to sign the plat contingent upon verification from the Denmarks of a family subdivision due to the ingress and egress. The motion was seconded by Commission Member Biggs and unanimously carried.
  - 3) Joshua Drive Subdivision—Intersection of Joshua Drive and Morris Road. After much discussion, Commission Member Pepperman made a motion to approve the administrative subdivision and to authorize the Chairman to sign the plat. The motion was seconded by Commission Member Biggs and unanimously carried
  - 4) D'Olive Subdivision—Near Faulkner Road  
After much discussion, Commission Member Pepperman made a motion to approve the administrative subdivision and to authorize

the Chairman to sign the plat. The motion was seconded by Commission Member Langham and unanimously carried

- Subdivision Request

Anand Patel, Bay Minette Hospitality, LLC—Hampton Inn. Chairman Stewart announced that the application is incomplete and no action will be taken at this time.

- Site Plan Review

Chuck Steven Automotive/Steven's Automotive LLC—1304 Hwy 31. After much discussion, Commission Member Diehl moved to approve the site plan contingent upon drainage design approval during permitting process. The motion was seconded by Commission Member Pepperman and unanimously carried.

**ITEM 6.** Reports:

A. Mayor/Council Report:

- Updates on the following were presented:
  1. Rich's Carwash
  2. Sports Complex
  3. Ride Yellow
  4. Bay Minette Youth Baseball competing in State
  5. T-Hanger near completion
  6. Clark Building Improvement
  7. Repairs at Ulmer Park, White's Park and the Douglasville Gym
  8. Dog Park
  9. Proposed Popeye's Chicken
  10. McCory--Placemaking Plans
  11. Assistance offer from Baldwin County Commission—Planning and Zoning
- Ms. Diedtrich read a letter from Mr. Oscar Water concerning his retirement.

B. Attorney Report

- No Report

C. Commissioner's Report

- Chairman Stewart stated that the Commission would need to review the comprehensive plan and future law use map.

**ITEM 8.**

With no further business Chairman Stewart adjourned the meeting at 9:05 a.m.

DONE THIS THE 13<sup>TH</sup> DAY of JUNE 2019

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Todd Stewart, Chairman

**ATTEST:**

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Rita Diedtrich, City Clerk



*City of Bay Minette*

Application for Administrative Subdivision

Date: 6-24-19

Name of Subdivision: Baldwin EMC Subdivision

Name of Owner: Baldwin County Electric Membership Corporation

Address: P O Box 220 Summerdale Alabama 36580  
Street / PO Box City State Zip

Name of Agent / Professional Land Surveyor, if other than applicant:

S E Civil Engineering & Surveying

Address: 880 Holcomb Blvd Fairhope Alabama 36532  
Street / PO Box City State Zip

Subdivision Location: West side of Hwy 59 - 1/2 mile north of Ala Hwy 287

Total Acreage: 76.87 Acres # of Parcels Existing: 2

Average Lot Size: Varies 1.89 Ac to 42.84 Ac # of Lots Proposed: 3

Submittal Requirements:

- Application
- Fee
- Survey/Plat showing existing parcel(s)
- Survey showing proposed subdivision in accordance with Subdivision Regulations

Agent / Applicant Name: EMC

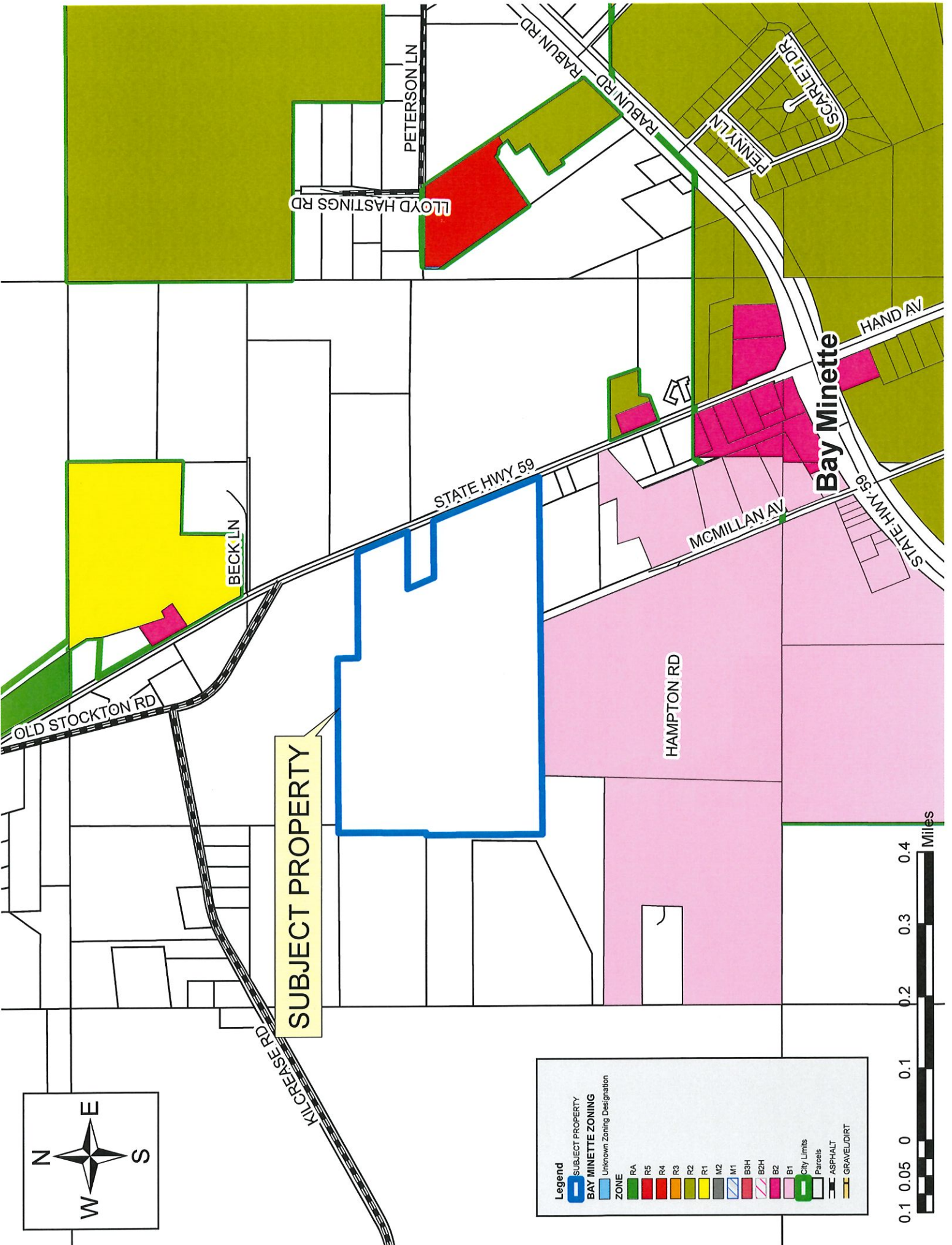
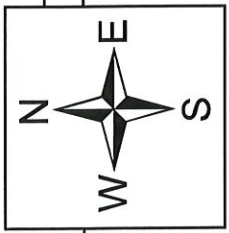
Signature: [Handwritten Signature]

Date: 6/24/19

Total \$ 180.00

**Cost - \$150.00 plus \$10.00 per parcel**



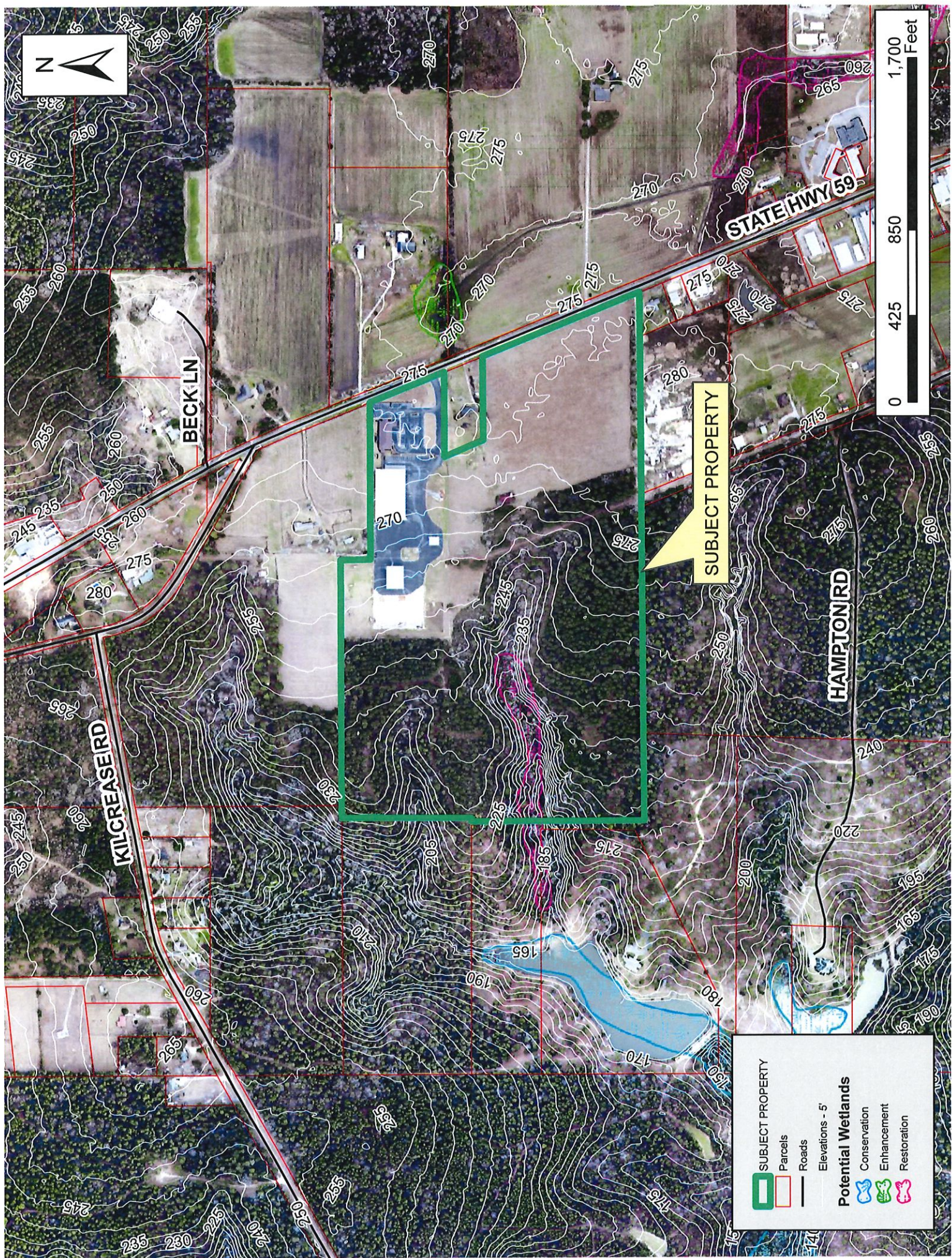


**Legend**

- SUBJECT PROPERTY
- BAY MINETTE ZONING**
- Unknown Zoning Designation
- ZONE**
- RA
- R5
- R4
- R3
- R2
- R1
- M2
- M1
- B3H
- B2
- B1
- City Limits
- Parcels
- ASPHALT
- GRAVEL/DIRT







SUBJECT PROPERTY

**SUBJECT PROPERTY**

- Parcels
- Roads
- Elevations - 5'

**Potential Wetlands**

- Conservation
- Enhancement
- Restoration



City of Bay Minette

Application for Administrative Subdivision

Date: 6-28-19

Name of Subdivision: COWART SUBDIVISION

Name of Owner: Jerry Cowart

251-605-2268

Address: 42315 Carlee Lane Bay Minette AL 36057  
Street / PO Box City State Zip

Name of Agent / Professional Land Surveyor, if other than applicant:

David E Diehl, PLS

Address: 880 Holcomb Blvd Fairhope, AL 36532  
Street / PO Box City State Zip

Subdivision Location: Intersection of Carlee Lane and Ridge Line Drive

Total Acreage: 3.29 Ac. # of Parcels Existing: 1

Average Lot Size: 1 Acre +/- # of Lots Proposed: 3

Submittal Requirements:

- Application
- Fee
- Survey/Plat showing existing parcel(s)
- Survey showing proposed subdivision in accordance with Subdivision Regulations

Agent / Applicant Name: Jerry Cowart

Signature: [Handwritten Signature]

Date: 6/28/19

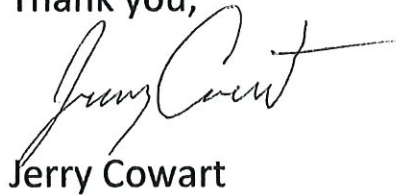
Total \$ 180.00 (CIL-1916) Paid

Cost - \$150.00 plus \$10.00 per parcel

To Whom it may Concern,

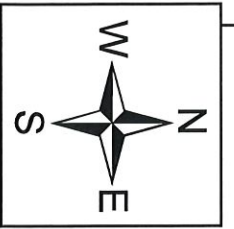
The mobile home currently on the property will be moved to lot number one (1) after approval of this application. This may take approximately 90 days due to installation of new septic take and water meter, etc.

Thank you,

A handwritten signature in black ink, appearing to read "Jerry Cowart", with a long horizontal flourish extending to the right.

Jerry Cowart

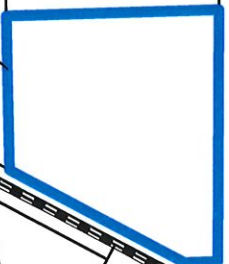




**Legend**

- SUBJECT PROPERTY
- BAY MINNETTE ZONING
- Unknown Zoning Designation
- ZONE
- RA
- R5
- R4
- R3
- R2
- R1
- M2
- M1
- B3H
- B2H
- B2
- B1
- City Limits
- Parcels
- ASPHALT
- GRAVEL/DIRT

**SUBJECT PROPERTY**

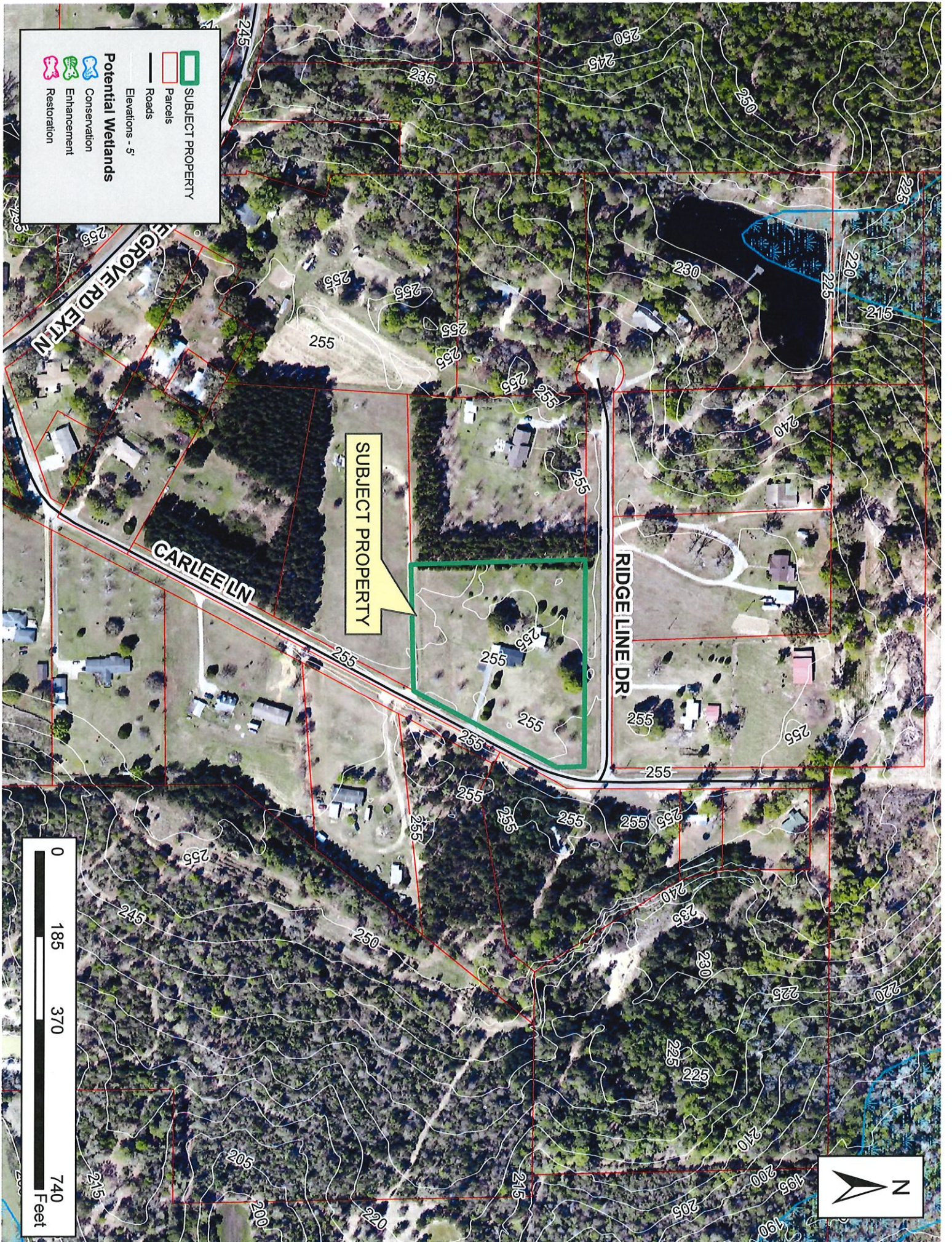


RIDGE LINE DR

CARLEE LN

PINE GROVE RD EXT N





**SUBJECT PROPERTY**

- Parcels
- Roads
- Elevations - 5'

**Potential Wetlands**

- Restoration
- Enhancement
- Conservation

SUBJECT PROPERTY





City of Bay Minette

Application for Administrative Subdivision

Date: 6/18/19

Name of Subdivision: \_\_\_\_\_

Name of Owner: Thomas R. Dean

Address: 43101 Twin Pines LN Bay Minette Ala 36507  
Street / PO Box City State Zip

Name of Agent / Professional Land Surveyor, if other than applicant:  
David Lowery

Address: 55284 Martin LN Stockton Ala 36579  
Street / PO Box City State Zip

Subdivision Location: 43101 Twin Pines LN Bay Minette, Al

Total Acreage: 68 # of Parcels Existing: 1

Average Lot Size: 20.4 # of Lots Proposed: 2

Submittal Requirements:

- Application
- Fee
- Survey/Plat showing existing parcel(s)
- Survey showing proposed subdivision in accordance with Subdivision Regulations

Agent / Applicant Name: Thomas R. Dean

Signature: *Thomas R. Dean*

Date: 6/18/19

Total \$ \$170.00

Cost - \$150.00 plus \$10.00 per parcel

**NOTE**

- All bearings shown here shall refer to GRID NORTH. GRID NORTH was obtained by G.P.S. observation.
- Corner monuments shown as they now are are 5/8" rebar for iron pins with a diameter of 1/4" and a length of 2 1/2".
- Only 5/8" rebar is used for iron pins and is not to be used for any other purpose without your approval from this surveyor.
- This survey is prepared for the client from data and is not to be used for any other purpose without your approval from this surveyor.
- No instruments of record reflecting easements, rights of ways, or other ownership were furnished to the surveyor, except as shown or noted.
- No underground utilities or improvements have been located, except as shown or noted.
- The survey was prepared without the benefit of an abstract of title or a title search unless stated herein. No liability is assumed by the undersigned for loss relating to any instrument which may be discovered in an abstract, title search, or legal judgment rendered on the property.
- Liability of the undersigned for the survey shown shall not exceed the amount paid for the survey.

**PARCEL A**  
Beginning at a 4" CONCRETE MONUMENT AT THE NE CORNER OF THE SW 1/4 OF THE SE 1/4 OF SEC. 24 T-2-S-R-2E BALDWIN CO., AL, thence S00°02'25"W, a distance of 1,395.41 feet to a 5/8" CAPPED REBAR, thence N89°00'00"W, a distance of 644.17 feet to a 5/8" CAPPED REBAR, thence S00°01'30"W, a distance of 624.95 feet to a 1/2" CAPPED REBAR "BAY AREA", thence N65°00'00"W, a distance of 500.00 feet to a 1/2" CAPPED REBAR "BAY AREA", thence S00°00'00"E, a distance of 1,313.90 feet to a 4" CONCRETE MONUMENT (DISTRESS) AT THE NW CORNER OF THE SW 1/4 OF SEC. 24 T-2-S-R-2E BALDWIN CO., AL, thence N89°00'00"E, a distance of 1,328.92 feet to the POINT OF BEGINNING, a parcel containing 48.00 acres, more or less.

**PARCEL B**  
Beginning at a 4" CONCRETE MONUMENT AT THE NE CORNER OF THE SW 1/4 OF SEC. 24 T-2-S-R-2E BALDWIN CO., AL, thence S00°02'25"W, a distance of 1,395.41 feet to a 5/8" CAPPED REBAR, thence N89°00'00"W, a distance of 644.17 feet to a 5/8" CAPPED REBAR, thence S00°01'30"W, a distance of 624.95 feet to a 1/2" CAPPED REBAR "BAY AREA", thence N65°00'00"W, a distance of 500.00 feet to a 1/2" CAPPED REBAR "BAY AREA", thence S00°00'00"E, a distance of 1,313.90 feet to a 4" CONCRETE MONUMENT (DISTRESS) AT THE NW CORNER OF THE SW 1/4 OF SEC. 24 T-2-S-R-2E BALDWIN CO., AL, thence N89°00'00"E, a distance of 1,328.92 feet to the POINT OF BEGINNING, a parcel containing 20.40 acres, more or less.

**EASEMENT DESCRIPTION (A)**  
An easement 30 feet in width for ingress and egress running contiguous with the following described centerline:  
Commencing at a 5/8" CAPPED REBAR AT THE SE CORNER OF THE ABOVE DESCRIBED 48.00 ACRE PARCEL, thence N89°00'00"W, a distance of 15.00 feet to the POINT OF BEGINNING of said centerline, thence S00°00'00"E, a distance of 200.49 feet, thence S00°03'26"E, a distance of 184.74 feet to a POINT on the centerline of the 1/2" rebar line for the Point of Terminus.

**EASEMENT DESCRIPTION (B)**  
An easement 30 feet in width for ingress and egress running contiguous with the following described centerline:  
Commencing at a 1/2" CAPPED REBAR "LEGIBLE" at the SE corner of the above described 20.40 acre parcel, thence S89°35'13"W, a distance of 15.00 feet to the POINT OF BEGINNING of said centerline, thence S00°03'26"E, a distance of 466.62 feet to a Point on the bottom end of the 1/2" rebar line and the POINT OF TERMINUS.

DAVID LOWERY SURVEYING, L.L.C.



PLAT OF A BOUNDARY LINE SURVEY PREPARED FOR  
**DEAN BALDWIN COUNTY, AL.**

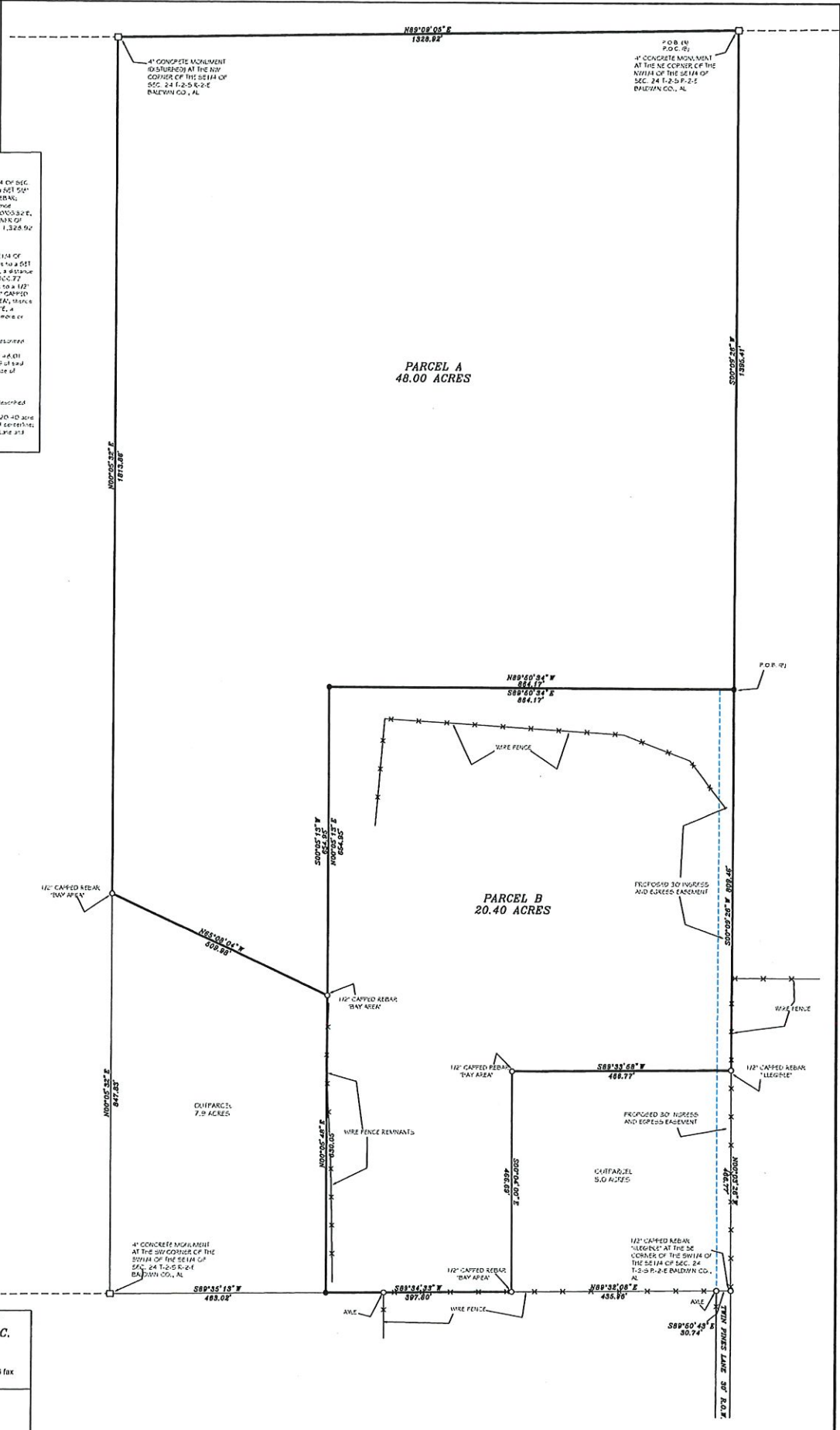
**DAVID LOWERY SURVEYING, L.L.C.**  
65284 MARTIN LN.  
STOCKTON, AL 36579  
251-937-2787 ph. 251-937-2158 fax  
dlsurveycs@hotmail.com

SYMBOL	DESCRIPTION
---	BOUNDARY LINE
○	CONCRETE MONUMENT
●	5/8" IRON PIN
○	1/2" IRON PIN
○	POINT OF COMMENCEMENT
○	POINT OF BEGINNING
○	POINT OF TERMINUS
---	1/2" CAPPED REBAR
---	5/8" CAPPED REBAR
■	CONCRETE MONUMENT



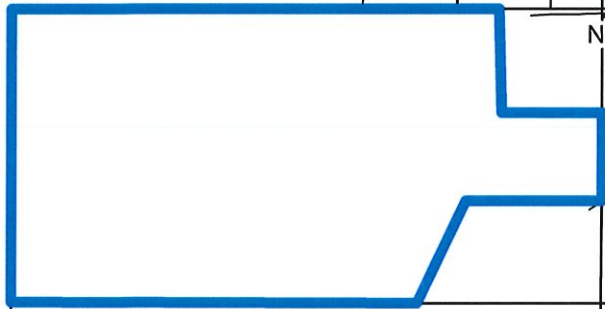
**D.L.O.**

**CERTIFICATION**  
I, David Lowery, a licensed land surveyor in the State of Alabama, do hereby certify that the foregoing is a true and correct plat of a survey performed by me or under my supervision, containing the acreage and being shown as both shown and stated herein. I further certify that all parts of this survey and drawing have been completed in accordance with the current requirements of the Standards of Practice for Surveying in the State of Alabama, to the best of my knowledge, information, and belief.





SUBJECT PROPERTY



SUBJECT PROPERTY

TALL PINE RD

COUNTY RD 138

JOHN OLIVER RD

BROWN RD

TWIN PINES LN

OLD CANYON DR

RIEBEN LN

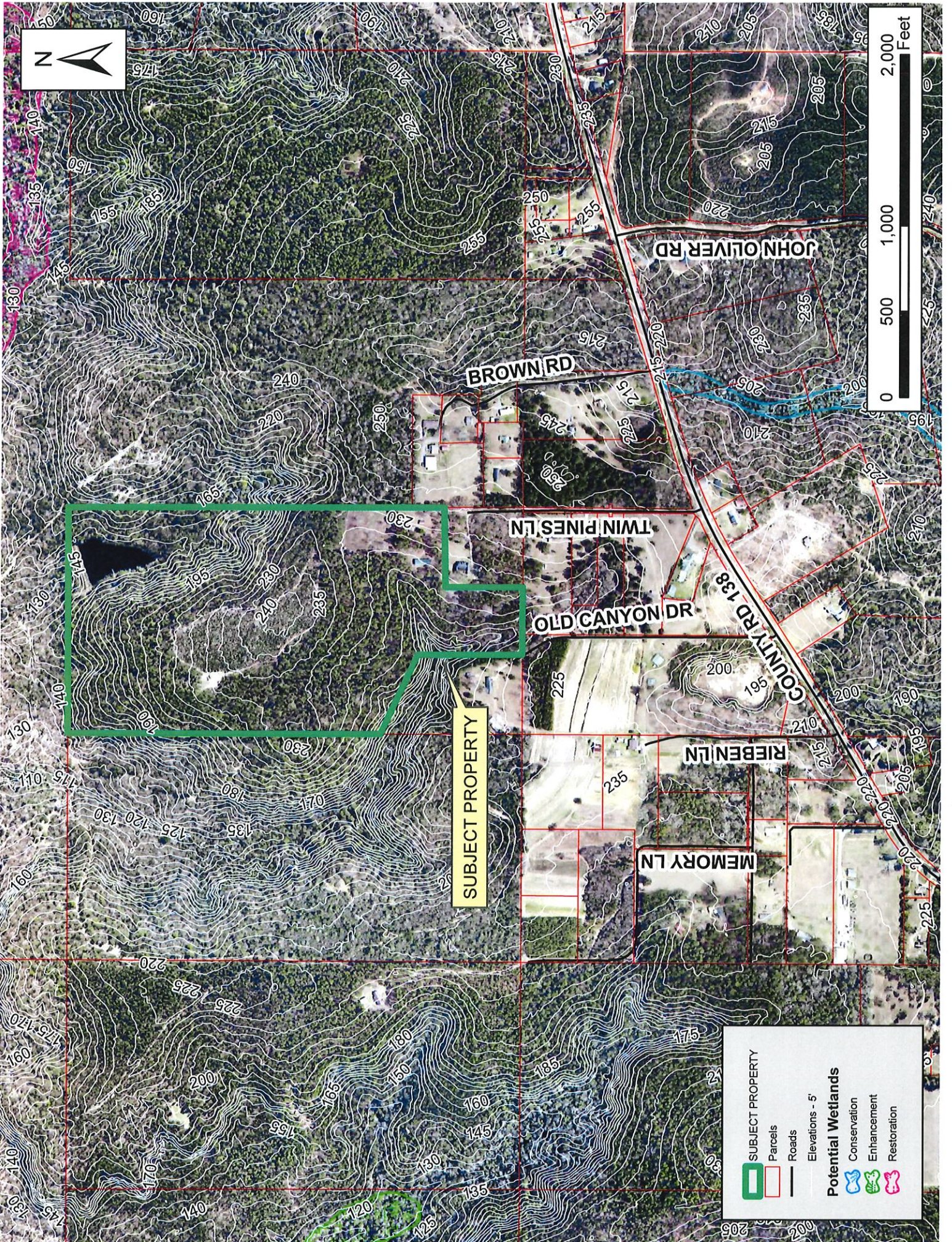
MEMORY LN



**Legend**

- SUBJECT PROPERTY (Blue outline)
- City Limits (Green outline)
- BAY MINETTE ZONING**
- Unknown Zoning Designation (Light blue)
- ZONE**
- RA (Red)
- RS (Green)
- R4 (Red)
- R3 (Orange)
- R2 (Yellow)
- R1 (Light Green)
- M2 (Yellow)
- M1 (Light Blue)
- B3H (Red)
- B2H (Pink)
- B2 (Pink)
- B1 (Light Pink)
- Parcels (Black outline)
- ASPHALT (Black dashed line)
- GRAVEL/DIRT (Yellow dashed line)





SUBJECT PROPERTY

**SUBJECT PROPERTY**

- Parcels
- Roads
- Elevations - 5'

**Potential Wetlands**

- Conservation
- Enhancement
- Restoration

5/31/19

Bay Minette Planning Board,

I hereby come before you to ask permission to put up a portable carport in my back yard. It will be close to the property line, but will be about 3 1/2 feet from the line. I have talked with APC & NBU & this meets with their approval. My neighbor behind me gives his permission for this as he signs below.

Thank you,

Gordon L. Matthews

I do agree to this  
carport  
Thomas Dorough  
Thomas Dorough

Gordon L. Mothershead  
600 E. 8th St,  
Bay Minette, AL. 36507  
251-239-8130

Bay Minette Planning Board

Give to Rita  
Next planning commission  
on July 11 -  
Give to Rita before June 27

Mothershead  
Building on  
8th St.  
\_\_\_\_\_