



City of Bay Minette

Site Plan Review Application

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

Office Use Only

Case No.: SP-23-006

Fee: \$500.00

Paid: ☐ Cash ☐ Check

☐ Credit Card

Are you the property owner? ☒ Yes ☐ No

(If you are not the property owner, you must submit an Agent Authorization Form signed by the property owner)

Applicant Name: Kevin M. Koestler Date: 7/24/2023

Mailing Address: 169 Dickman Rd.

City: Bay Minette State: AL Zip Code: 36507

Phone Number: 251-937-7000 Email: contact@kparks.net

Site Information

Property Address: 169 Dickman Rd and 175 Dickman Rd, Bay Minette, AL 36507

or Property Location: _____

*Parcel No.: _____ *PPIN No.: 219507 / 83581

**Parcel or PPIN information must be completed*

Request: Development of Temporary Work Force Housing Facility

I, the undersigned, do hereby request the City of Bay Minette Planning Commission to grant a Site Plan Review for the location to determine if it meets the regulations of the **Zoning Ordinance** for the reason(s) stated above. I understand and authorize City Staff to conduct site visits, as needed in relation to this request.

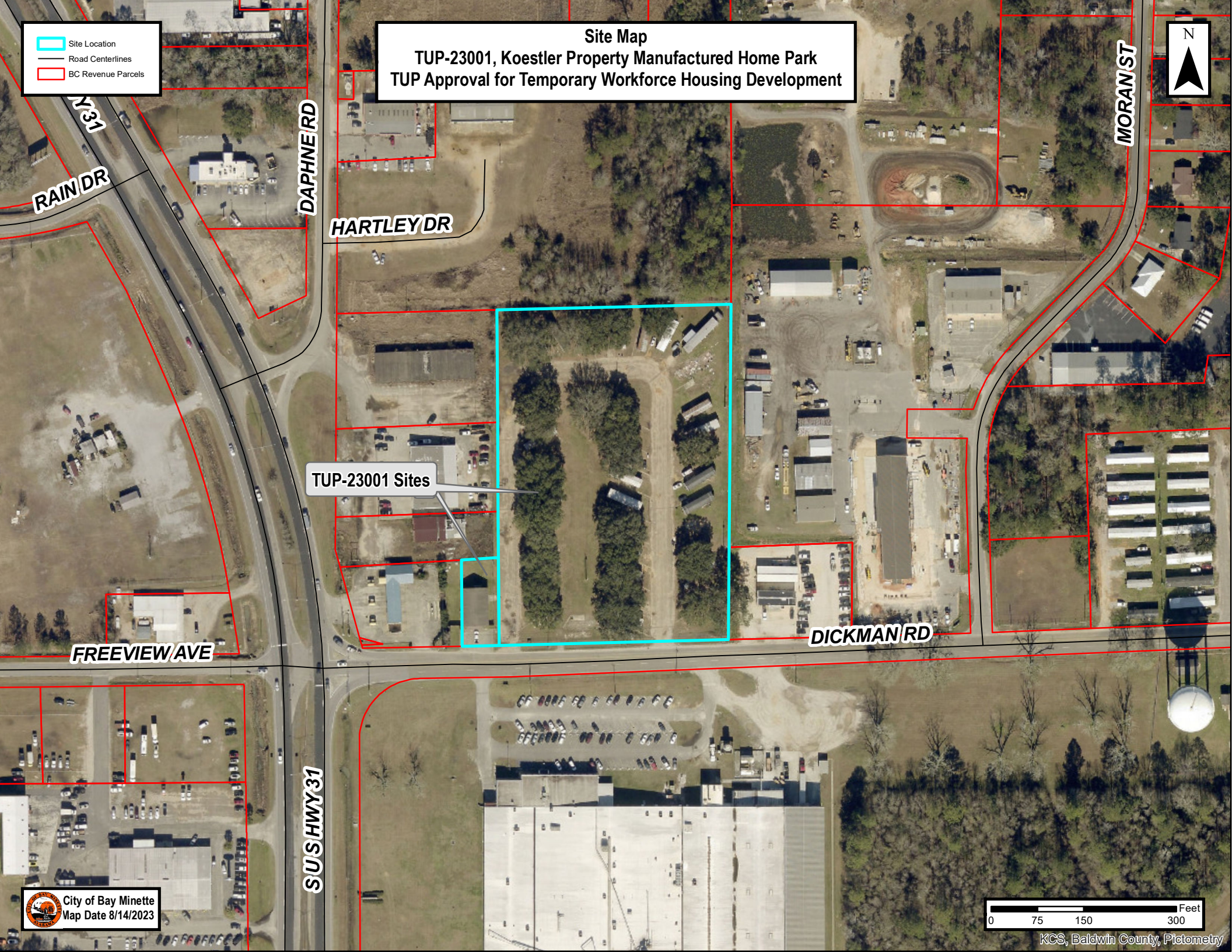
Signature of Applicant (Owner of Property of Authorized Agent) _____ Date 7/24/2023

Submittal Requirements

- ☒ Application
- ☒ Fee paid in full
- ☐ Agent Authorization Form (if applicant is not the owner)
- ☒ Complete Legal Description of Property
- ☒ Plot Plan or Survey – indicating any existing structures, proposed structures, and setbacks from property lines
- ☐ Submittal Requirements listed in 8.9 Site Plan, as applicable

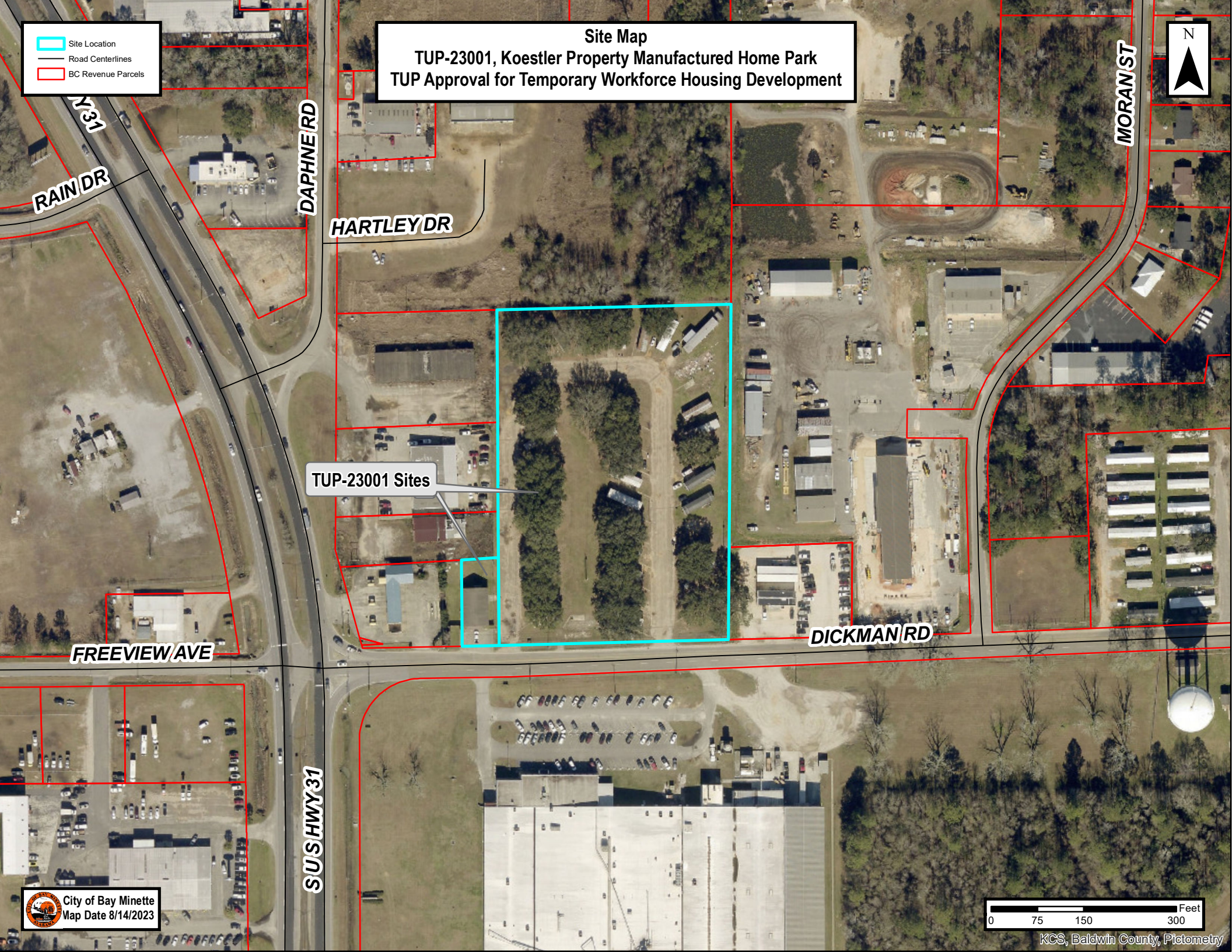
Site Location
Road Centerlines
BC Revenue Parcels

Site Map
TUP-23001, Koestler Property Manufactured Home Park
TUP Approval for Temporary Workforce Housing Development



Site Location
Road Centerlines
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Site Map
TUP-23001, Koestler Property Manufactured Home Park
TUP Approval for Temporary Workforce Housing Development



Oak Cove

 Sewer Cleanout - 4"

Grey - RV Site

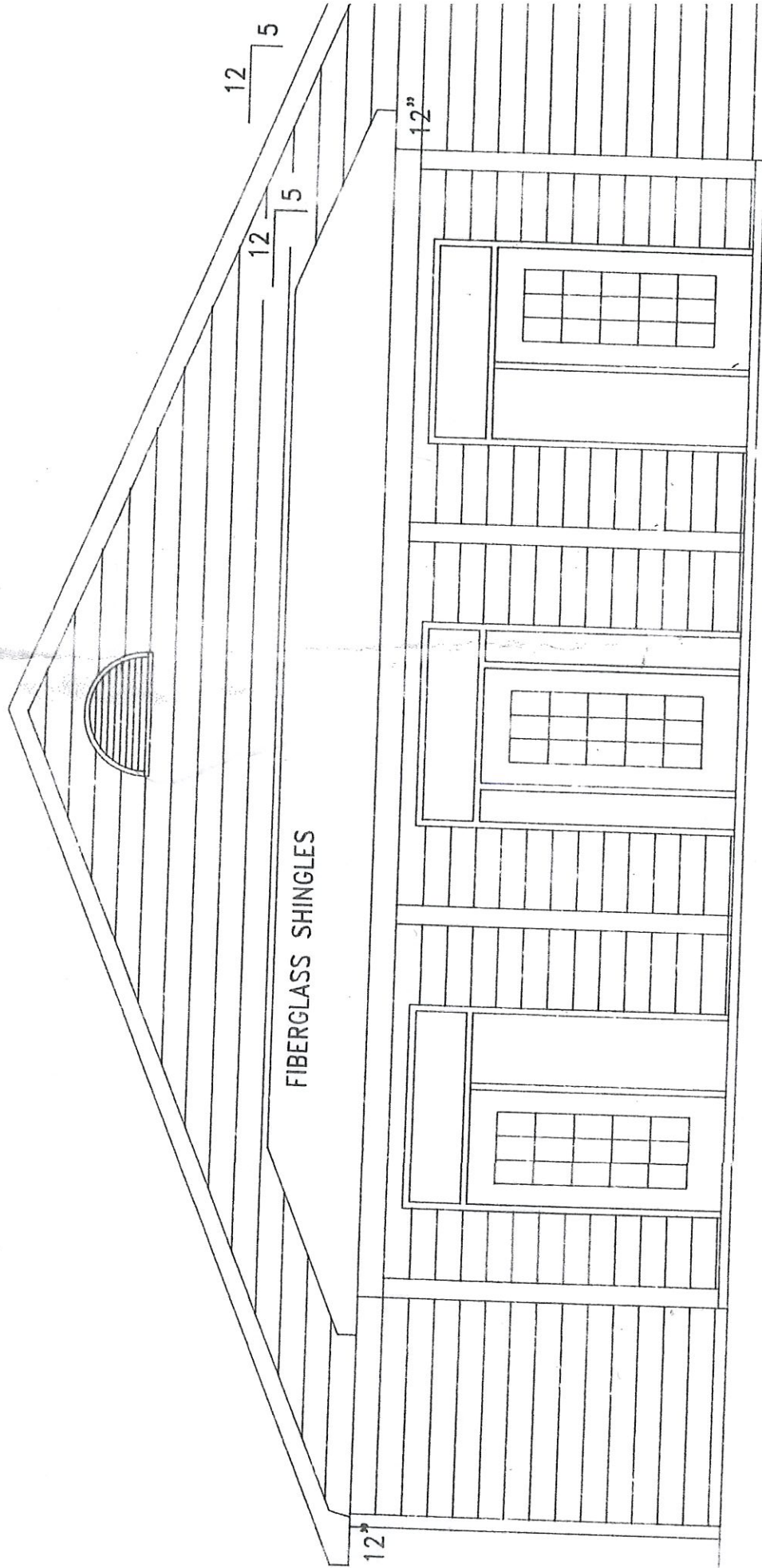
Yellow - Mobile Home



Office

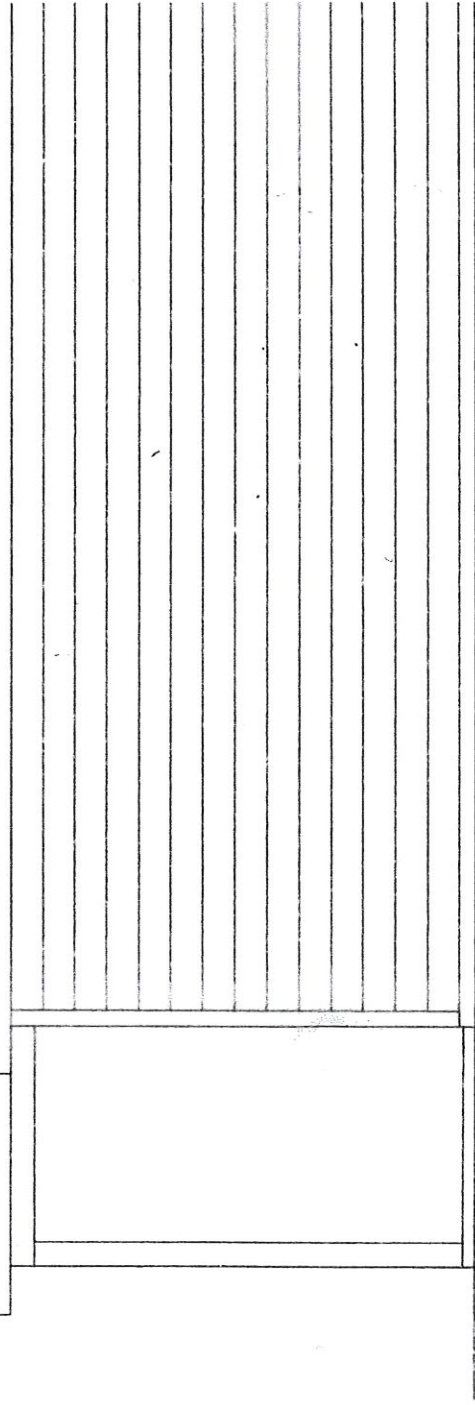
Dickman Rd.





FRONT ELEVATION
SCALE: 1/4" = 1'-0"

5 12



The location and size of the site including its legal description and a current certified survey.

**Location of site is 169 Dickman Rd (.19 acres) and 175 Dickman Rd (4.70 acres)
The legal description is included on the Parcel Info Sheet**

A vicinity map showing the site relation to surrounding property.

Map Included in Site Plan Application Package

The recorded ownership or developer's interest if the developer is not the owner.

Kevin Koestler is the sole owner, also documented on Parcel Info Sheet

The relationship of the site to existing development in the area including streets, utilities, residential, and commercial development, and physical features of the land including significant ecological features. This information may be combined with requirements for the vicinity map specified in this section.

To the east side of the property is the Baldwin County Barn, to the south is Dickman Rd with International Paper Company to the south of Dickman Rd, to the south west side is a closed and dilapidated car wash, directly to the west is Cockrell's Body Shop and beyond Cockrell's is Hwy 59/31N, to the north west is a small vacant dilapidated strip shopping center, to the north is a undeveloped wooded area. The site has existing water and sewer service provided by NBU, the site roadway is forty feet wide and has solar powered street lights

The density or intensity of land use to be allocated to all parts of the site together with tabulations by acreage and percentages thereof itemized by use and density.

The park is designed to accommodate 42 mobile homes/RVs. Following Koestler Park's Rules and Guidelines, mobile homes/manufactured homes are allowed four people for a two bedroom home and six people for a three bedroom home. RVs are allowed no more than 4 people. However, it is common to find an RV with only one person when the RV is used for living accommodations while at a job site. Also, per our Rules and Guidelines, all lots are limited to two vehicles. If considering RV guest, the "pull vehicle", or "motorhome" is considered one of the two allowed.

Site calculations shall include the detailed information on the dimensions and/or area of the following:

Existing Structure square footage

At the site address of 175 Dickman Rd, there are 14 mobile homes owned by tenants on the property. Average 900 sq.ft. per home, totaling 12,600 sq. ft.

The site address at 169 Dickman Rd has an office of 3,000 sq. ft.

Proposed Structure square footage

At 175 Dickman Rd, , based on proforma estimates, there will be 28 additional sites with RVs, which average 320 sq. ft. each, for a total of 8,960 sq. ft.

At 169 Dickman Rd, the proposed structure will remain the same

Existing Impervious Surface area including parking areas and access/driveways

Approximately 25,000 sq. ft.

Proposed Impervious Surface area including parking areas and access/driveways

Will remain the same, 25,000 sq. ft.

Proposed Landscaped/Open Space areas

Will remain the same, 179,732

Number of Parking Spaces provided with dimensions and provisions for accessible parking and travel paths.

Each site is afforded two angled parking spaces averaging 16 to 18 feet in length and 7.9 to 9 feet wide on the site road measuring 40 ft. wide., also, RVs will be parked such that the RV is backed into the site space far enough for a vehicle to park in front of the RV, off the road. Due to the 40 feet wide road, traffic is allowed to be two-way.

The location, size and character of any common open space, commonly owned facilities and form of organization which will own and maintain any common open space and such facilities.

The common area in the center of the site at 175 Dickman Rd. is approximately 175 wide and 300 feet long.

The use and maximum height, bulk and location of all buildings and other structures to be located on the site.

1,500 feet of the office building with 10 feet high ceilings will be used as a group room for RVers to gather, a laundry room of 100 sq. ft, x 10 feet high also exist in the office building, the remaining space of the office building will continue to function as office space.

The substance of covenants, grants of easements or other restrictions which will be imposed upon the use of the land, buildings and structures, including proposed easements or grants for public utilities or other purposes.

Access is granted to Alabama Power, North Baldwin Utilities, telephone providers and cable providers.

Existing setbacks of mobile home sites with preexisting homes is 20 to 25 feet, as set-up when the mobile home park was initially built. New site's setback for RVs and/or manufactured homes is 25 feet or more.

The provisions for disposition of open space, including tree protection, landscaping provisions and buffering requirements.

All existing open spaces, trees and foliage will remain in place

In the case of plans which call for development over a period of years, a schedule showing the proposed times within which applications for building permits are intended to be filed. **N/A**

Where required by the Alabama Department of Transportation ("ALDOT"), City Planner shall be provided proof that the applicant has submitted a driveway permit application to ALDOT. In the event that any type of traffic study is required by the ALDOT, copies thereof shall be provided to the City Planner. **N/A**

Front and side architectural elevations.

Provided on separate sheet

The location and size of all signs to be located on the site. In the event that a sign is pre-existing and fails to conform to the requirements as set forth in this ordinance, site plan approval will be granted only under the condition that all signs will comply with the regulations as set forth in the sign ordinance.

One free standing sign will be placed on the east end of the office building, facing Dickman Rd that complies with the sign ordinance.

Landscape plans, in accordance with Section 10.4 Landscape Plan Standards.

No changes will be made to existing landscaping

Any additional data, plans or specifications which the applicant or the City believes is pertinent and which will assist in clarifying the application including, but not limited to plans for screening, lighting and space, surface drainage, erosion and sediment control, water and sewer connections, landscaping, and signs.

No changes are to be made to the dimensions of existing park site spaces or overall park layout. Surface drainage, erosion and sediment control will remain the same.

Water and sewer connections were upgraded include freeze proof water connections and new 4" sewer cleanouts at each site/lot by Vaughn Plumbing and North Baldwin Utilities.

All sites/lots to be used by RVs have been leveled and resurfaced with 4 to 8 inches of compacted sandy clay base and topped with 4 to 6 inches of asphalt millings.

Park road lighting is being converted to solar power lighting.