

Bay Minette Planning Commission Regular Meeting Minutes

Minutes of November 13, 2013

Monthly Meeting No. 12

The Bay Minette Planning Commission met in Regular Session on Tuesday, November 13, 2013. The meeting was called to order by Chairman Todd Stewart at 5:30 p.m., in the Council Chambers located in Bay Minette City Hall, in Bay Minette, Alabama; this being the proper place, date and hour as advertised to hold such meeting.

ROLLCALL During the 5:30 p.m. Roll Call the following members were present:

Todd Stewart, Chairman
Karmen Still, Vice Chairperson
John Biggs, City Council Member
Oscar Waters, Building Official
Ed Pepperman, Commission Member
Al Thompson, Commission Member
A. C. Ulmer, Commission Member
John Peavy, Commission Member

Absent were:

Robert A. "Bob" Wills, Mayor

Other person in regular attendance:

Scotty Lewis, City Attorney
Joe Landenwich, Finance Director
Leslie Johnston, SARPC Representative

GUESTS Guests included:

Joseph Biggs
John Lewis
Kris Pierce – Jet-Pet, Inc.

**INVOCATION/
PLEDGE** Commission Chairman Todd Stewart offered the invocation and the pledge.

ITEM 4. Chairman Stewart asked the planning commission to review the minutes of the October 8, 2013 meeting. Commission Member Ulmer made Motion 1 to approve the minutes for the October 8, 2013 meeting. The motion was seconded by Commission Member Pepperman and the motion carried.

ITEM 5. Chairman Stewart said there was no Old Business and Discussion of the Sign Ordinance will be moved to New Business.

ITEM 6. Chairman Stewart introduced item 6: New Business

A. Consideration: Request from Joseph Biggs for Subdivision of Property located at 1011 Hwy 31 North. Chairman Stewart informed Mr. Biggs of the expected timeline & process for the rezoning to be voted on by the City Council and Subdivision request that would be voted on by the Planning Commission following a public hearing. Commission Member Karmen Still then made a motion to set a public hearing for the December 10th Planning Commission concerning Joseph Bigg's subdivision request. The motion was seconded by Commission Member Al Thompson. The motion carried with Councilman Johnny Biggs abstaining.

B. Consideration: Jet-Pet Inc. Site Plan located at 2001 Hwy 31 South. Kris Pierce from Jet-Pet, Inc. presented the Site Plan to the Planning Commission including the installation of new fuel tanks and additional pumps. Discussion between Mr. Pierce and the Planning Commission concerning the following items: landscaping, canopy size, signage, alignment of pumps, entries & exits, dumpster visibility & location, location of fire hydrants. Commission Member Ed Pepperman made a motion to approve a Preliminary Site Plan pending a review & approval by the BMFD and Building Official. Commission Member Karmen Still seconded and the motion carried unanimously.

C. Discussion: Sign Ordinance – Chairman Stewart reviewed the list of concerns submitted at the Public Hearing and informed the Commission that a revised sign ordinance with corrections would be distributed for the December 10th meeting.

D. Consideration: Planning Commission Meeting Times – Chairman Stewart brought up the idea of possibly of moving the Planning Commission meeting times to 8:00 am on the second Tuesday of each month. Commission Member Karmen Still made the motion to move meeting times to 8 am and it was seconded by Commission Member Peavy. The motion carried unanimously.

ITEM 7. Reports:

A. No report from Mayor & Council

B. No report form Attorney Scotty Lewis

C. Commission's Comments: Chairman Stewart asked Building Official Oscar Waters about the status of the Portable Storage Buildings located across from City Hall on D'Olive Street. Mr. Waters informed the commission that a second official letter would be going out this week.

ITEM 8.

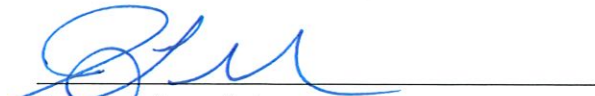
Chairman Stewart with no further business adjourned the meeting at 6:35 p.m.

DONE THIS THE 12th DAY OF NOVEMBER 2013



Todd Stewart
Chairman

ATTEST:



Joe Landenwich
Finance Director