

# Bay Minette Planning Commission Regular Meeting Minutes

Minutes November 14, 2019

Monthly Meeting No. 11

The Bay Minette Planning Commission met in Regular Session on Thursday, November 14, 2019. The meeting was called to order at 8:00 a.m., by Vice-Chairman, Ed Pepperman who was filling in for Chairman Todd Stewart, 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:

Ed Pepperman, Vice-Chairman  
Robert A. "Bob" Wills, Mayor  
John Biggs, Council Member  
Pat Robinson, Building Official  
Scotty Langham, Commission Member  
Jessica Davis, Commission Member

Commission Members absent:

Todd Stewart, Chairman  
David Diehl, Commission Member

Other persons in regular attendance:

Scotty Lewis, Attorney  
Tammy Smith, City Administrator/Finance Director  
Clair Dorough, City Planner  
Leslie Johnston, SARPC  
Jason Padgett, North Baldwin Utilities  
Jessica Peed, Planning Assistant  
Thomas Brown, Code Enforcement Officer

## GUESTS

William Beasley  
Kitty Beasley  
Jesse W. Joiner  
La'Ray Mims  
Brenda Barnes

INVOCATION

Vice-Chairman Pepperman gave the invocation, followed by the pledge.

ITEM 3.

Approval of Minutes of the October 10, 2019. Mayor Wills made a motion to approve the minutes. The motion was seconded by Commission Member Langham and unanimously carried.

ITEM 4.

Old Business

- Vice Chairman introduced new Code Enforcement Officer Thomas Brown. Thomas Brown gave a brief introduction, and Clair Dorough gave a summarized update on Code Enforcement cases that have been opened, closed, and the number of Sign Violations and Overgrown Lots.
- Proposed City Ordinance - Scotty Lewis noted the Ordinance would give the Code Enforcement Officer and Fire Inspector authority to access property, and the ability to issue violations. A motion to recommend approval of the proposed City Ordinance to the City Council was made by Commissioner Langham, and was seconded by Councilman Biggs. The motion was unanimously carried.

ITEM 5.

New Business:

A.) SP-1901, Beasley Property Site Plan Approval

Request: Site Plan Approval of single family dwelling in a B-2, General Business District.

Location: The subject property is located at 10190 D'Olive Street.

Vice-Chairman Pepperman presented the site plan and the request for approval of the site plan. Mrs. Dorough informed the Commission of the revised site plan layout that Mr. Beasley brought with him at the time of the meeting. The revision consisted of a thirty (30) foot setback from the original setback of 60.3'. The revised setback still met the required Zoning Ordinance setback criteria. Upon review of the site plan, Mayor Wills moved to approve the revised Site Plan with the setbacks of thirty (30) feet. The motion was seconded by Commission Member Langham, and unanimously carried.

B.) Public Hearing Case No. Z-1902, Joiner Property PUD.

Request: Approval of a Planned Unit Development

Location: The subject property is located at 310 Clay Street.

Vice Chairman Pepperman opened the Public Hearing at 8:13am for the rezoning request for property located at 310 Clay Street from the R-5, Manufactured/Mobile Home Residential District to a PUD, Planned Unit Development. Mayor Wills asked applicant, Jesse W. Joiner to briefly state his intentions for the property. Mr. Joiner proceeded to explain his intended process in removing the trailers and cleaning the property. Scotty Lewis mentioned the Development Regulations provided by the applicant will need to clarify the Use of the PUD is for Single Family residences and state which outside structures will be prohibited. He suggested it read "No outside structures allowed (Accessory Structures, Carports) instead of simply "No outside structures." Mr. Lewis also stated that the Development Regulations should read "No home occupations allowed" in order to keep the Development Regulation language consistent with the Zoning Ordinance. Vice-Chairman Pepperman asked Mr. Joiner if units will be owned or rented. Mr. Joiner stated all units will be rentals. Vice Chairman Pepperman also asked Mr. Joiner about the Development Regulations regarding signs. Vice-Chairman Pepperman closed the Public Hearing at 8:22am. Vice-Chairman Pepperman suggested a motion to recommend approval to the City Council for the rezoning of PUD from a R-5, with the revisions to the Development Regulations as follows:

- o Use: Single Family Residential
- o No outside structures allowed (accessory structures, carports)
- o No home occupations allowed

Mayor Wills made a motion to recommend approval with the revisions to the Site Plan and the Development Regulations as stated above. The motion was seconded by Commission Member Biggs, and was unanimously carried.

C.) Case No. Z-1902, Joiner Property PUD Site Plan Approval

Request: Approval of a Planned Unit Development Site Plan

Location: The subject property is located at 310 Clay Street.

Mayor Wills inquired about the landscape requirements. Mrs. Dorrough stated it must be fifteen (15) percent of the common area. She stated the common area is located on the north side of the property. Mayor Wills inquired about the fence. Mr. Joiner stated the existing fence would be removed and a new fence would be built. SARPC representative Leslie Johnston recommended that the existing fence shown on the site plan be removed and a note added to the site plan detailing the new fence, including height, material and construction timeline. Vice-Chairman Pepperman stated it would be a great improvement. There was more discussion about landscape regarding removal of trees, and the landscape entrance. Commission Member Biggs commented

on the drainage, and Leslie Johnston commented on the pavement. Tammy Smith inquired about garbage pickup and payment. Mr. Joiner stated it is individual pickup and payment. Mayor Wills made a motion to approve the site plan with the inclusions of replacing the fence on the site plan, and the site plan approval would also be contingent upon the City Council approving the Re-zoning from a R-5 to a PUD. Commission Member Langham seconded the motion and it was unanimously carried.

C.) Proposed 2020 Meeting and Application Deadline Schedule

Mrs. Dorough explained why the deadline dates were chosen, stating that Public Hearing dates need more administrative time than the Administrative Subdivision submission deadline because of the Public Hearing Notices. Commission Member Jessica Davis made a motion to adopt the meeting and application deadline schedule. Commission Member Langham seconded, and was it unanimously carried.

ITEM 6. Reports:

A. Mayor/Council Report:

- Mayor Wills spoke of the Veterans Day activities. Stated the Christmas decorations are starting to go up, and Christmas Fest will be back on the square this year. Traffic will be allowed to go from Hwy 31 to Hand Ave, and the rest of the square will be blocked off. He also spoke about the Old Elementary School demolitions of the "flat roof building" to be remade into green space, more parking, or a playground.
- City Administrator, Tammy Smith spoke of the success of Ladies Night Out, and that money will be donated to COPA.
- Jason Padgett spoke of the ALDOT grant for the Dobson Avenue sidewalk; the sidewalk will end before the railroad crossing and pick up after the crossing. The agreement was made with the stipulation that the City will apply for future TAP grant funding for the railroad crossing project.

B. Attorney Report

- None

C. Commissioner's Report

- None

D. Planning Staff

- Mrs. Dorough announced that the City Council had approved the re-zoning of the Lighthouse property. She also stated there is a resolution to remove Tripp Ward from the Planning Commission due to work ineligibility, and David Diehl resigned his position on the Planning Commission due to moving outside of municipal limits. She stated there are several spots that needed to be filled on the Planning Commission and the Board of Adjustments. She concluded with introducing Thomas Brown, Code Enforcement Officer, and briefly detailing the number of code enforcement cases that have been opened, closed, and most of the cases being Overgrown lots or Signage violations.

ITEM 8.

With no further business Vice-Chairman Pepperman adjourned the meeting at 8:48am.

DONE THIS THE 14<sup>TH</sup> DAY of NOVEMBER 2019

  
Ed Pepperman, Vice-Chairman

ATTEST:

  
Jessica Peed, Planning Assistant