

Bay Minette Planning Commission Regular Meeting Minutes

Minutes July 9, 2020

Monthly Meeting No. 7

The Bay Minette Planning Commission met in Regular Session on Thursday, July 9, 2020. The meeting was called to order at 8:02 a.m., by Chairman, Todd Stewart, 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.

IN ATTENDANCE At 8:02 a.m. the following members were present:

Todd Stewart, Chairman
Scotty Langham, Commission Member
Neal Covington, Commission Member
John Biggs, Council Member
Pat Robinson, Building Official

Commission Members absent:

Jessica Davis, Commission Member
Robert A. "Bob" Wills, Mayor

Commission Member(s) late:

Wynter Crook, Commission Member

Other persons in regular attendance:

Scotty Lewis, Attorney
Clair Dorough, City Planner
Jessica Peed, Planning Assistant
Steven Stewart, Fire Inspector

GUESTS Charles McDaniel

INVOCATION Chairman Stewart gave the invocation, followed by the pledge.

Wynter Crook joined the Planning Commission meeting at 8:03 am.

ITEM 3. Approval of Minutes of the June 11, 2020 meeting. Chairman Stewart requested Item 5 of the minutes reflect he opened the floor for nominations and, after only one nomination was made, closed the floor for nominations. Councilman Biggs made a motion to approve the minutes with the minor

revision. The motion was seconded by Commission Member Covington and it was unanimously carried.

ITEM 4.

Old Business:

Discussion – Proposed Zoning Ordinance Amendments

a.) Section 7.12 – Utilities // Irrigation Wells

Chairman Stewart introduced the previously discussed topic of Utilities / Irrigation Wells and asked if there were any comments based on the discussion at the last meeting. No one commented. Chairman Stewart stated adding the definition would help to cover all bases. Mrs. Dorrough stated the definitions are the same, except for one section stating the well can be allowed as an accessory use and is listed in the Table of Permitted Uses as “Allowed by Right”.

b.) Section 8.7.2 – Home Occupations

Councilman Biggs requested the 20% of the gross floor area in the principal building not to be exceeded. Mrs. Dorrough explains this percentage is what is already approved, but there are other examples. Councilman Biggs states he believes the occupation hours being allowed to end at 10pm is too late. Chairman Stewart states he would suggest 8pm being an appropriate ending time, to which Councilman Biggs agreed. Councilman Biggs also commented on the subject of yard utilization vs. accessory building lot area. There was more discussion on home-based occupations vs. home occupations, with examples to provide clarity. Chairman Stewart stated the changes will need to be held as a Public Hearing. Mrs. Dorrough explained that definitions can include regulation, and the importance of wording. Chairman Stewart states there will be a final revision at the next Planning Commission for any additional comments or suggestions before a Public Hearing is scheduled.

c.) Section 9.8 - Mobile Vending Units

Chairman Stewart introduced the previously discussed topic of Mobile Vending Units and states any comments today will be included to make a formal recommendation for the next scheduled Planning Commission meeting. Chairman Stewart states Mrs. Dorrough researched different municipalities including Foley and Gulf Shores. Discussion commences on the number of off-street parking spaces used by the units, and the different options to ensure emergency personnel is not blocked when their services are needed. Mrs. Dorrough states a fruit truck is not considered a

food vending vehicle but a merchandise vehicle, and states she believes those types of vehicles would be required to have a Peddlers License. Chairman Stewart states Gulf Shores did a one-year base trial, also known as a pilot program, giving the Planning Commission time to decide if any changes would need to commence after their trial run. Mrs. Dorrough also brought up the topic of placing furniture or shade structures outside and using the area as more of a storefront. There was a discussion on how to regulate and enforce/not enforce procedures when going through a pandemic, such as COVID-19, and also a discussion on the options to only allow Mobile Vending Units to park on developed property vs. undeveloped commercial property. Chairman Stewart asks if there were any more comments, and there were none.

ITEM 5.

New Business:

a) SP- 2002 – Blue Ash Holdings Site Plan Approval

Request: Site Plan Approval for mini-storage unit facility

Location: The subject property is located at 601 Railroad Street

Chairman Stewart introduced the Site Plan approval request and asked if there were any representatives at the meeting. Mr. McDaniel states he is the owner. Mrs. Dorrough gives brief explanation of the request, and details which items meet regulations, as stated in the Planning Commission packet. Chairman Stewart states there are similar uses at properties within a close proximity. Mr. McDaniel states he would do some repairs on the fencing along the front of the property, and repair some of the pavement. Chairman Stewart and Mrs. Dorrough discuss the parking area, to which Mrs. Dorrough states only one parking spot is required since there is only one manager to be staffed. Chairman Stewart suggests more landscaping, when possible, to better align with our landscaping ordinance. Chairman Stewart addresses the applicant to explain he will need to obtain the appropriate permits including but not limited to a Building Permit, and Sign Permit. Mr. McDaniel agreed. Mrs. Dorrough states the option for approval or denial are at the bottom of the Staff Report, but she would recommend approving with the condition of adding as much landscape to the extent possible. Commission Member Covington made a motion for the Planning Commission to approve the Site Plan with the condition of adding more landscaping to the extent possible. Commission Member Langham seconded, and it was unanimously carried.

ITEM 6.

Reports:

A. Mayor/Council Report

- None

B. Attorney

- None

C. Commissioner

- Chairman Stewart states there is an illegal subdivision that will be addressed during a future Planning Commission meeting. He explained the subdivision request came to the city in 2017, but did not meet regulations at that time, but if it were to come through today, it would most likely be approved. Chairman Stewart states there will be two aspects of the conversation with one being the penalty section of the Subdivision Regulations, and the other being the applicant will need to reapply, so the subdivision can be correctly approved. Chairman Stewart also brought up Rich's Car Wash sign that changes often. Mrs. Dorrough states she is aware, and the permit stated it can only change a few times, but is now changing often.

D. Planning Staff

- Mrs. Dorrough states there is now an active Board of Adjustment, and the Special Exception for a cell tower was approved at the July 2, 2020 meeting. She also states the Planning Department has now moved into the new offices.

ITEM 8. With no further business Chairman Stewart adjourned the meeting at 8:55 am.

DONE THIS THE 9TH DAY of JULY 2020



Todd Stewart, Chairman

ATTEST:



Jessica Peed, Planning Assistant