

Bay Minette Planning Commission Regular Meeting Minutes

Minutes August 12, 2021

Monthly Meeting No. 8

The Bay Minette Planning Commission met in Regular Session on Thursday, August 12, 2021. The meeting was called to order at 8:01 a.m., by Vice-Chairman Covington, 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 8:01 a.m. the following members were present:

Robert A. "Bob" Wills, Mayor
William Taylor, Commission Member
Neal Covington, Commission Member
Ray Clark, Commission Member
Rob Madison, Building Official
Earl Emmons, Commission Member
Scotty Langham, Commission Member

Commission Members absent:

Wynter Crook, Commission Member
Todd Stewart, Chairman

Commission Members late:

Other persons in regular attendance:

Clair Dorough, City Planner
Jessica Peed, Planning Assistant
Tammy Smith, City Administrator
Steven Stewart, Fire Inspector

GUESTS None

INVOCATION Commission Member "Mayor" Wills gave the invocation, followed by the pledge.

ITEM 3. Approval of Minutes of the July 8, 2021 meeting. Councilman Taylor made a motion to approve the July minutes as written. The motion was seconded by Commission Member Emmons and was unanimously carried.

ITEM 4. Old Business

a.) COPA Murals

Mrs. Dorough states that at the last Planning Commission, the maintenance of murals was brought up to which she states there is an agreement between the City and the owner that allows the City a 15' ingress and egress easement to maintain the City Murals.

b.) Ordinance 994 for RA-2003, Mobile Vending Unit Pilot Program

Mrs. Dorough introduces the topic of the Mobile Vending Unit Pilot Program Ordinance, and quickly reviews the previously adopted ordinance to allow the newest members an opportunity to become familiar with the process requirements. She states the Ordinance Pilot Program is set to expire in October allowing the Planning Commission time to review and make any necessary changes. She also states that the way the Ordinance is worded, if there are no changes requested then no further action is needed by the Planning Commission.

ITEM 5. New Business:

a.) Planning Commission 2021-2022 Meeting Schedule

Mrs. Dorough states the new Planning Commission meeting schedule for 2021-2022 is included in the packet. She states the Planning Commission is set to meet on the second Thursday of every month, with the exception of November 10th and November 22nd as those are holidays. The other change she would like to make is the Planning Commission submittal deadline be on the Tuesday after the prior meeting, to allow staff to have adequate time to collect and review all required submittal documents. With no further questions or comments, Commission Member Clark made a motion to adopt the 2021-2022 meeting schedule. Commission Member Emmons seconded and it was unanimously carried.

ITEM 6. Reports:

a.) Mayor/Council Report

Mayor Wills mentions the Bowling Alley reopening soon, to which Mrs. Smith stated it would be reopening next week due to internet service issues. Mayor Wills also states Popeyes will be open starting today. Mrs. Dorough mentions the car line for Popeyes was extremely long into the main thoroughfare and if a second location comes to Bay Minette, the Commission will possibly need to think of a secondary access to help facilitate the drive through lines. There is a brief discussion on the possibility of another access from Popeyes, and a brief discussion on the Wendy's project. Mayor Wills states there will be a Code

Enforcement meeting immediately following the Planning Commission meeting. Commission Member Clark inquires if this is an open meeting to which Mayor Wills states anyone is welcome to attend. Mrs. Smith interjects that this is only a procedural meeting. Commission Member Emmons broached the subject of tiny homes, in which began a discussion on their habitable use, potential aesthetic issues, and appropriate Building, Zoning and Fire codes that must be considered. Mrs. Dorough states she will add the Code Enforcement procedure to the next Planning Commission agenda.

b.) Attorney – Not present

c.) Commissioner – None

d.) Planning Staff

Mrs. Dorough states there is an upcoming UNA CAPZO class on August 23rd and August 25th that will be available for anyone who is interested and not currently certified. She also states the next Planning Commission meeting will be September 9, 2021.

ITEM 8. With no further business Vice Chairman Covington adjourned the meeting at 8:32 a.m.

DONE THIS THE 12th DAY OF AUGUST, 2021



Neal Covington, Vice-Chairman

ATTEST:



Jessica Peed, Planning Assistant