

Bay Minette Planning Commission Regular Meeting Minutes

Minutes September 8, 2022

Monthly Meeting No. 8

The Bay Minette Planning Commission met in Regular Session on Thursday, September 8, 2022. The meeting was called to order at 8:10 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 8:10 a.m. the following members were present, and a quorum established:

Todd Stewart, Chairman
Neal Covington, Vice-Chairman
Robert A. "Bob" Wills, Mayor
Rob Madison, Building Official
Earl Emmons, Commission Member

Commission Members absent:

William Taylor, City Council/Commission Member
Scotty Langham, Commission Member
Ray Clark, Commission Member

Commission Members late:

Other persons in regular attendance:

Clair Dorough, City Planner
Jessica Peed, Planning Coordinator
Tammy Smith, City Administrator
Scotty Lewis, City Attorney
Steven Stewart, Fire Inspector
Jason Padgett, NBU General Manger/CEO
Kristina Pittman, North Baldwin Chamber of Commerce

GUESTS

Ben White, P.E., Tensaw Engineering
John Byrd, Tensaw Engineering

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

ITEM 3. Announcements/Registration to address the Commission

ITEM 4. Approval of the Minutes of the August 11, 2022, Regular meeting. Mayor Wills made a motion to approve the August minutes as written. The motion was seconded by Commission Member Emmons and is unanimously carried.

ITEM 5. Disclosure of Prior Communications and/or Conflicts of Interest

Chairman Stewarts states Item 7.) New Business, will be moved before Item 6.) Old Business for consideration of the public's time.

ITEM 7.A* New Business:

a.) SD-22002, Tensaw Engineering ****PUBLIC HEARING****
Disclosure of Prior Communications and/or Conflict of Interest

Request: Minor Subdivision request to re-subdivide Dempsey Subdivision from one (1) lot to five (5) lots
Location: The subject property is located at the corner of Jaycee Rd and Hwy 59

Chairman Stewart introduces the request to re-subdivide the Dempsey Subdivision from 1 lot to 5 lots. Mrs. Dorough begins reviewing the history of the property including the rezoning that occurred in March of 2022 and the 3-lot subdivision in 2018. There is discussion on the current easement, egress and ingress to properties, acreage and contours, potential wetlands and flood zones, sewer and water connections and requirements, developer obligations regarding hydrants and water connections, site plan review and approval process for lot development(s). Chairman Stewart opened the Public Hearing at 8:38am. With no comments, Chairman Stewart closed the Public Hearing at 8:40am. With no further comments or questions, Mayor made a motion to approve the Preliminary/Final Plat of the Minor Subdivision from 1 lot into 5 lots. Vice Chairman Covington seconded, and it was unanimously approved. Ben White states there is an error regarding the sewer provider on the plat, as it should be North Baldwin Utilities, and Chairman Stewart includes the address for an adjacent property is also incorrect and the plat will need to be corrected before it can be signed.

ITEM 6.* Old Business

a.) RA-2202 Proposed Amendments to the Subdivision Regulations ****PUBLIC HEARING****

Mrs. Dorough begins reviewing the proposed subdivision regulations including definitions, format and section alterations, procedural information, time limitations for approved subdivisions, RV regulations, and overall proposed changes to the types of subdivisions based on information that was viewed from various municipalities locally and nationally. There is a discussion on the proposed versions supplied to the Planning Commission for review, to which a discussion ensues on time sensitivity to adopt the new proposed regulations. With no further questions or comments, Chairman Stewart opened the Public Hearing at 9:18am. With no comments, Chairman Stewart closes the Public Hearing at 9:19am. After a brief discussion, it was requested to postpone adoption until the proposed changes can be further reviewed by the Commission. Mayor Wills made a motion to table the consideration of the proposed subdivision regulations until the next Planning Commission meeting. Commission Member Emmons seconds and it is unanimously carried.

ITEM 7.B* New Business:

b.) Upcoming Case Briefing

Mrs. Dorough states a site plan approval application has been submitted for 7Brew Coffee Shop, which will be a drive through coffee restaurant. She also states that an Exempt Subdivision application was submitted for the Lewis property to subdivide from 1 lot to 2 lots. Mrs. Dorough also includes an update on the previous rezoning cases, stating that Z-22003 Peavy Property Rezoning was approved; Z-22005 Cowser Property Rezoning was withdrawn prior to being presented to City Council; and Z-22006 Thompson Commercial Properties Rezoning was approved by the City Council on first reading and will have the second reading for final approval on September 19th. She includes the remaining properties that surround the Thompson Properties located along D'Olive St are still zoned R-2, Medium Density Single Family Residential and this may need to be considered in the future for rezoning to more appropriate zoning designations.

ITEM 8. Reports:

a.) Mayor/Council Report – Mayor Wills begins by thanking the Planning Staff for the tremendous amount of work in preparing the proposed changes for the Subdivision Regulations. He also thanks Tammy Smith and the Liana Barnett, HR Director, on the recently approved salary restructuring for City employees. He also gave a brief update on the prior City Council meeting.

b.) Attorney - Scotty Lewis mentions a subdivision moratorium might be the best course of action in order to allow staff and the Commission proper time to thoroughly review the proposed amendment revisions and states the Public Hearing criteria has been met so a second Public Hearing will not be needed. Mayor Wills made the motion to implement a

moratorium on Subdivisions until the upcoming Planning Commission meeting on October 13, 2022. Vice Chairman Covington seconded, and it was unanimously carried.

c.) Commissioner – Chairman Stewart thanks the Planning Staff for the hard work on the proposed regulation amendments.

ITEM 9. With no further business Chairman Stewart adjourns the meeting at 9:30 am.

DONE THIS THE 8TH DAY OF SEPTEMBER 2022



Chairman, Todd Stewart

ATTEST:



Jessica Peed, Planning Coordinator

Motion Summary:

- 1.) **Minutes:** Approval of the Minutes of the August 11, 2022, Regular meeting. Mayor Wills made a motion to approve the August minutes as written. The motion was seconded by Commission Member Emmons and was unanimously carried.
- 2.) **SD-22002, Tensaw Engineering:** Chairman Stewart opened the Public Hearing at 8:38am and closed the Public Hearing at 8:40am. Mayor Wills made a motion to approve the Preliminary/Final Plat of the Minor Subdivision from 1 lot into 5 lots. Vice Chairman Covington seconded, and it was unanimously approved.
- 3.) **RA-2202 Proposed Amendments to the Subdivision Regulations – Motion 1:** Chairman Stewart opened the Public Hearing at 9:18am and closed the Public Hearing at 9:19am. Mayor Wills made a motion to table the consideration of the proposed subdivision regulations until the next Planning Commission meeting. Commission Member Emmons seconds and it is unanimously carried.
- 4.) **RA-2202 Proposed Amendments to the Subdivision Regulations – Motion 2:** Mayor Wills made the motion to implement a moratorium on Subdivisions until the upcoming Planning Commission meeting on October 13, 2022. Vice Chairman Covington seconded, and it was unanimously carried.