



Bay Minette Planning Commission Regular Meeting Minutes

Minutes March 13, 2025

Monthly Meeting No. 3

The City of Bay Minette Planning Commission met in Regular Session on Thursday, March 13, 2025. 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, at 301 D'Olive Street, 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, and a quorum established

Todd Stewart, Chairman
Rob Madison, Building Official/Commission Member
Ray Clark, Commission Member
William Taylor, City Council/Commission Member
Hiram Templeton, Commission Member
Earl Emmons, Commission Member
Jim Faulkner, Commission Member

Commission Members absent

Robert A. "Bob" Wills, Mayor
Neal Covington, Vice-Chairman

Commission Members late

None

Other persons in regular attendance

Tammy Smith, City Administrator
Clair Dorough, City Planner
Steven Stewart, Fire Inspector
Tom Granger, City Engineering Consultant with Pillar, LLC
Scotty Lewis, Attorney
Jason Padgett, North Baldwin Utilities
Paula Bonner, Planner Associate
Kristina Pittman, North Baldwin Chamber of Commerce

GUESTS

Derrick Crocker, Baldwin County Facilities and Maintenance
James Ball, Baldwin County District 1 Commissioner and Vice-Chairman
J Buford King, Baldwin County Director of Facilities and Maintenance
Sonny Taylor, Z-25001, Sellers Property
Matthew Finstad, Representative for SP-25003, Autry Greer & Sons, Inc
Robert Maurin Representative for SP-25003, Autry Greer & Sons, Inc
Jeremy Griesbach, SP-25002, Bay Minette Hotel Group, LLC
Marsha Hollinger, Z-25001, Sellers Property
Jonathan Williams, Applicant Z-25001, Sellers Property
Martha Ryan, The First Bank
Marcia Stabler, The First Bank

Mike Nordon, The First Bank
Brian Blount, Citizen

- INVOCATION** Commission Member Templeton presented the invitation, followed by the pledge.
- ITEM 3.** **Announcements/Registration to address the Commission**
None
- ITEM 4.** **Approval of the February 13, 2025, Regular Meeting Minutes**
Commission Member Clark made a motion to approve the February minutes as written. The motion was seconded by Commission Member Emmons and carried unanimously.
- ITEM 5.** **Disclosure of Prior Communications and/or Conflicts of Interest**
None
- ITEM 6.** **Old Business**
Mrs. Dorough provided updates, followed by discussion on the following:
- The Revised Draft Comprehensive Plan which will be distributed to members.
 - The Zoning Ordinance Regulation Amendment regarding political signs which passed and will take effect on March 19, 2025.
- ITEM 7.** **New Business**
- a.) **Guest Speakers from the Baldwin County Commission**
Baldwin County District 1 Commissioner and Vice-Chairman James E. (JEB) Ball, along with Baldwin County Director of Facilities and Maintenance J Buford King, and Derrick Crocker with Baldwin County Facilities and Maintenance were in attendance regarding current and proposed construction projects in Bay Minette. Commissioner Ball led the presentation with a slideshow, followed by discussions on:
- Construction of a new District Attorney's Office.
 - The addition of a Sally Port to the Courthouse.
 - A new holding jail for court proceedings in the Courthouse basement.
 - A proposed covered atrium project at the front of the Courthouse.
 - Restriping project for the parking lot in front of the Judge of Probate Office.
 - Conversion of the Old Bay Minette Police Department into a Baldwin County Sherriff Office.
 - Updates on the construction of the new Baldwin County Jail.
- b.) **Z-25001, Sellers Property Rezoning**
Mrs. Bonner presented the rezoning request for property located on the west side of N Dobson Avenue, approximately 600 feet north of D'Olive Street consisting of two (2) parcels totaling approximately 6.06± acre from R-2, Medium Density Single Family Residential District to B-2, General Business District, followed by discussion of:
- The existing daycare, which is grandfathered, however any expansion requires rezoning.
 - The proposed expansion of the facility in both the size of buildings and number of children.
 - The high traffic volume on N Dobson Avenue.
- Mrs. Bonner reported the Staff Recommendation for Case Z-25001, Sellers Property Rezoning request from R-2, Medium Density Single Family Residential to B-2, General Business District is to Recommend Approval to City Council.

Chairman Stewart opened the Public Hearing for Item 7(b) Case Z-25001, Sellers Property Rezoning Request at 8:20 a.m.

- Applicant Jonathan Williams described his proposed plans to renovate and expand the daycare.
- Mike Phillips inquired about access to Stapleton Avenue as it is a residential area.

Chairman Stewart closed the Public Hearing for Item 7(b) Case Z-25001, Sellers Property Rezoning Request at 8:28 a.m.

With no further comments or questions Councilman Taylor made a motion to Recommend Approval to City Council for Case Z-25001, Sellers Property rezoning request. The motion was seconded by Commission Member Clark and carried unanimously.

c.) SP-25002, Bay Minette Hotel Group, LLC Site Plan

Mrs. Dorough presented the Site Plan approval request for new construction of a 4-story, 54-room Cobblestone Hotel & Suites on one (1) parcel totaling approximately .60± acres located at the southeast corner of D'Olive Street and McMillian Avenue zoned B-2 (DHB), General Business District (Historical District), followed by discussion of:

- The Cooperative District that was established by the City of Bay Minette Redevelopment Authority in which the site is located in.
- The project's compliance with the existing B-2 zoning district, even though the hotel use is exempt from zoning because it is associated with the Capital Improvement District.
- The proposed off-street parking, which slightly falls short of the requirements and that Section 9.02.01.06 allows for the Planning Commission to modify the parking requirements within the DHB overlay zone.
- The State of Alabama Real Property Management will review and approve the construction plans for the hotel before any building permits are issued.
- As this project is part of the Redevelopment Authority, the City and Authority will be responsible for the design and construction of any new on-street parking spaces and sidewalks.
- The availability of public parking, signage to identify public parking, and the need for crosswalks.

Mrs. Dorough reported the Staff Recommendation for Case SP-25002, Bay Minette Hotel Group, LLC Site Plan request for a 4-story, 54-room Cobblestone Hotel & Suites be Approved.

With no further comments or questions Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Commission Member Clark and carried unanimously.

d.) SP-25003, Autry Greer & Sons, Inc. Property Site Plan

Mrs. Bonner presented the Site Plan approval request for a 28'x70' canopy addition on concrete with chain-link fencing on one (1) parcel totaling approximately 5.44± acres located at the northeast corner of McMeans Avenue and W 7th Street zoned B-2, General Business District, followed by discussion of:

- The location of the canopy, situated on the north side of the building near the Ace Hardware sign.
- The proposed new entrance door leading into the building from the canopy area.
- The two-lane drive-through, positioned between the canopy and the building to the north, intended for small rental equipment and pine straw trucks.
- The relocation of the current pine straw truck from the parking lot to the canopy area which will improve the site's appearance, traffic flow, pedestrian safety, and free up dedicated parking spaces.
- The existing propane tank rentals are not included in this project and will remain in their current location along the outer wall of the building.

Mrs. Bonner reported the Staff Recommendation for Case SP-25003, Autry Greer & Sons, Inc. Site Plan request for a 28'x70' canopy on concrete with chain-link fencing be Approved.

With no further comments or questions Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Councilman Taylor and carried unanimously.

e.) RA-25002, Proposed Stormwater Regulation Amendments

Discussion only of proposed Stormwater Regulation Amendments to the Zoning Ordinance and Subdivision Regulations.

f.) Updates & Upcoming Cases

- Proposed commercial buildings on TR Peed property on Rain Drive and US Highway 31.
- Butler property proposed addition to commercial building on Bell Street and US Highway 31.
- Robinson property proposed convenience store on Rabun Road and I-65.
- Old Towne Commons Phase 1 preliminary plat.
- Comprehensive Plan Draft Revision.

ITEM 8.

Reports

- a.) Mayor/Council Report – Mrs. Smith reported the development of a third Cooperative District.
- b.) Attorney – None
- c.) Commission Members – Mr. Clark reported he is moving out of Bay Minette and will no longer be able to serve as a commission member.
- d.) City Engineer Consultant Report – None
- e.) Planning Staff – None
- f.) Public Comment – Mr. King introduced himself and his new position as Baldwin County Director of Facilities and Maintenance.

ITEM 9.

With no further business, Chairman Stewart adjourned the meeting at 9:28 a.m.

DONE THIS THE 13TH DAY OF MARCH 2025



Chairman, Todd Stewart

ATTEST:



Paula Bonner, Planner Associate

Motion Summary:

Item 4.) Approval of the February 13, 2025, Regular Meeting Minutes:

Commission Member Clark made a motion to approve the February minutes as written. The motion was seconded by Commission Member Emmons and carried unanimously.

Item 7.) b.) Z-25001, Sellers Property Rezoning Request

Councilman Taylor made a motion to Recommend Approval to City Council for Case Z-25001, Sellers Property rezoning request. The motion was seconded by Commission Member Clark and carried unanimously.

Item 7.) c.) SP-25002, Bay Minette Hotel Group, LLC Property Site Plan

Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Commission Member Clark and carried unanimously.

Item 7.) d.) SP-25003, Autry Greer & Sons, Inc. Property Site Plan

Commission Member Templeton made a motion to approve the Site Plan. The motion was seconded by Councilman Taylor and carried unanimously.