



Bay Minette Planning Commission Regular Meeting Minutes

Minutes April 11, 2024

Monthly Meeting No. 4

The City of Bay Minette Planning Commission met in Regular Session on Thursday, April 11, 2024. The meeting was called to order at 8:00 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
Neal Covington, Vice Chairman
Robert A. "Bob" Wills, Mayor
Rob Madison, Building Official/Commission Member
Earl Emmons, Commission Member

Commission Members absent:

Ray Clark, Commission Member
Hiram Templeton, Commission Member

Commission Members late:

William Taylor, City Council/Commission Member

Other persons in regular attendance:

Clair Dorough, City Planner
Paula Bonner, Planner Associate
Jessia Peed, Planning Coordinator
Tammy Smith, City Administrator
Steven Stewart, Fire Inspector
Scotty Lewis, Attorney
Kristina Pittman, North Baldwin Chamber of Commerce

GUESTS

Lewis Davis, (SD-24003, Abundant Life Christian Center)
Tymon Wallace, (SD-24003, Abundant Life Christian Center representative)
Bruce Hooks, (SD-24003, Abundant Life Christian Center representative)
Edna Hooks, (SD-24003, Abundant Life Christian Center representative)
Martha Roley Ryan, The First Bank

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

ITEM 3. Announcements/Registration to address the Commission.

Councilman Taylor joined meeting at 8:01am. Vice Chair Covington left at 8:01am.

ITEM 4. Approval of the Minutes of the March 14, 2024, Regular Meeting.

Commission Member Emmons made a motion to approve the March minutes with the correction to add Tammy Smith as a regular person in attendance, as she was not listed. The motion was seconded by Mayor Wills and carried unanimously.

ITEM 5. Disclosure of Prior Communications and/or Conflicts of Interest: None

ITEM 6. Old Business - None

ITEM 7. New Business

a.) **SD-24003, Abundant Life Christian Center Inc**

Chairman Stewart introduced the case. Mrs. Bonner reviews the case stating it was briefly reviewed at the last Planning Commission meeting but had not received the needed documentation in order for a full review. She includes the upcoming month the site plan for the construction of a fellowship hall will be on the agenda but the primary step is to combine the properties into one lot. Mrs. Bonner stated a Wetland Delineation was completed- Chairman Stewart inquires on the Wetlands shown on the slideshow, and a discussion ensued regarding wetland regulations and other factors that required the delineation. Mrs. Bonner concludes her review including the site, adjacent properties, and comments from City departments and other agencies including the City's Engineering Firm, Goodwyn Mills Cawood. Mrs. Bonner stated she submitted GMC's comments to the applicant's engineer who is handling the case. She includes to date, the comments labeled as # 1, 3 & 4 are still outstanding items.

With no further comments, Chairman Stewart opened the Public Hearing opened at 8:10 am.

Lewis Davis inquired on the usage of the lots. Chairman Stewart states the combination of the lots will encompass the existing Church and surrounding property. Tymon Davis states the Church intends to build a new Fellowship Hall and will not encroach on the Wetlands, and the property will continue its use as church functions.

Mayor Wills inquires on reasoning for combination of lots to which Chairman Stewart states this alleviates any setbacks issues. With no further questions or comments, Chairman Stewart closes Public Hearing at 8:12 am.

With no further comments, Mayor Will makes a motion to approve the subdivision request with the stipulation of the three (3) comments from GMC to be addressed on the Plat prior to the Chairman's signature. Commission Member Emmons seconds and is unanimously carried.

b.) **Updates & Upcoming Cases**

- Site Plan for revisions for Abundant Life Fellowship Hall has been submitted and will be reviewed at the upcoming Planning Commission meeting.
- The previously reviewed Quinley Subdivision has been withdrawn and a totally revised plat has been submitted. Chairman Stewart inquires on a CSX update to which Tammy Smith states she anticipates a licensing agreement within two (2) weeks as that is needed to utilize and address other concerns along the street. She also includes they are waiting on confirmation for a conference call in April.
- Old Towne Commons was approved on the 2nd City Council reading. Mrs. Dorough states the next steps include preliminary plat submittal, but a significant amount of engineering will need to occur prior to submittal.
- Planning Staff had a pre-application meeting for an RV park.
- Tammy and Clair are driving to Ocean Springs for a redevelopment tour to get some ideas and help for plans for the Downtown Bay Minette area.
- Mrs. Dorough states an additional Planning Commission member is still needed to replace Scotty Langham and asks to submit any recommendations.

ITEM 8.


Reports

- a.) Mayor/Council Report – None
- b.) Attorney – Mr. Lewis stated there is a need revise the March meeting minutes to show Marcus McDowell in attendance representing the Commission as the acting attorney. Mayor Wills made a motion to amend the minutes to include Marcus McDowell’s attendance as the Commission’s legal counsel for the Quinley Oak Subdivision case review. Councilman Taylor seconded and it was unanimously carried.
- c.) Commissioner – None
- d.) Planning Staff – None
- e.) Public Comment – None

ITEM 9.

With no further business, Chairman Stewart adjourned the meeting at 8:20 am.

DONE THIS THE 11TH DAY OF APRIL 2024



 Chairman, Todd Stewart Vice-Chair, Neal Covington

ATTEST:



 Paula Bonner, Planner Associate

Motion Summary:

Item 4.) Approval of the March 28, 2024, Regular Meeting Minutes:

Commission Member Emmons made a motion to approve the March minutes with the correction to add Tammy Smith as a regular person in attendance, as she was not listed. The motion was seconded by Mayor Wills and carried unanimously.

Item 7. (a) SD-24003, Abundant Life Christian Center Inc:

Mayor Will made a motion to approve the subdivision request with the condition that the three (3) comments from GMC will be addressed on the Plat prior to the Chairman’s signature. Commission Member Emmons seconded the motion and it is unanimously carried.

Item 8. (b) Reports – Attorney: Revision of the March 28, 2024, Regular Meeting Minutes

Mr. Lewis stated there is a need revise the March meeting minutes to show Marcus McDowell in attendance representing the Commission as the acting attorney. Mayor Wills made a motion to amend the minutes to include Marcus McDowell’s attendance as the Commission’s legal counsel for the Quinley Oak Subdivision case review. Councilman Taylor seconded and it was unanimously carried.