

The Planning Commission of the City of Robertsdale, Alabama met Monday, September 25, 2023 at 6:00 p.m. in the Council Chambers of Robertsdale City Hall, that being the date, time and place for such meeting.

Upon roll call the following members of the Commission were found to be present: Chairman Eric Spaulding, Councilmember Joe Kitchens, Samantha Sliwinski-Rockenbauer, Mark Fincher, Cheryl Parnell, Mayor Murphy, Tonya Lynn, and Fabia Waters. A quorum being present the meeting proceeded with the transaction of business.

Chairman Spaulding presided over the meeting. Shannon Burkett served as secretary. Greg Smith, City Engineer, and Nicole Taylor, with South Alabama Regional Planning Commission, were also in attendance.

Chairman Spaulding called for any additions or corrections to the minutes presented for approval from the August 28, 2023 meeting. There being none, a motion was made by Cheryl Parnell, seconded by Fabia Waters, with a unanimous approval to accept the minutes from August 28, 2023 meeting as presented. Motion carried.

Chairman Spaulding began the meeting by stating that there are no public hearings but that we do have a discussion on the Novak subdivision.

Greg Smith, City Engineer, explained that Mr. Novak is in need of a legal description of the property to provide to his insurance company. Mr. Novak is not here this evening, however he did drop off his most recent survey to us this past Thursday. He also provided that survey to his insurance company which may satisfy their need. We will table this for tonight and ask Mr. Novak to provide a withdrawal in writing if he wants to withdraw the request. Motion was made by Samantha Sliwinski-Rockenbauer, seconded by Tonya Lynn, with unanimous approval to table the Novak Subdivision request at 22478 Huguen Street, until the next meeting. Motion carried.

Chairman Spaulding opened a discussion regarding the proposed Forest Park Subdivision on Wilters Street and College Avenue, containing 129 lots. He mentioned that they came back with an R-1 Subdivision.

Greg Smith, City Engineer, explained that the updated drawing in discussion tonight is of 80 ft by 150 ft R-1 lots. The total number of lots is now 129. This is down from the previous drawing which had 149 lots. The R-1 zoning coincides with most other properties in the area with a few commercial exceptions on Highway 90. This layout is very similar to what they had before. There is open space behind the lots but less space for a communal park area. The applicant is not here tonight to make a presentation. You will notice the retention ponds are a bit smaller due to the added depth in the lots. Their driveway locations onto College and Wilters are in the same locations. Fabia Waters expressed concern about the space between the lots being maintained by the HOA and not becoming overgrown no man's land. Chairman Spaulding asked who the builder might be and Mark Fincher, Building Inspector, commented that it will likely be Adams Homes, the same builder as used on Ridgewood. Fabia Waters wanted to stress concern about creating a buffer between the residences on College and the development.

Cydell Pecht, resident of College Ave, expressed concern about the proposed drainage as well as the mature tree line behind her home. Greg Smith, City Engineer, responded that these are not complete drawings and only a sketch. Once the engineering drawings have been submitted we will know where the drainage needs to be and how it will flow.

Linsa McDonnell, resident of Ridgewood, asked Greg Smith, City Engineer, what is happening with the clearing of three large lots behind her home. She is concerned that this will also contribute to the water treatment issue and school congestion. Greg Smith has spoken with the property owner, Mr. Foster, and only one home is being built.

Kristina Lynn, resident on College Ave asks if there will be a vote on the plans before knowing what the drainage and buffers look like. Greg Smith, City Engineer said the next steps are a preliminary plat application is submitted, which is very detailed including all utilities. We then review the plans against our standards set in the Land Use Ordinance. Our staff report along with the plans are submitted to the planning commission. There will be a public hearing and they can make suggestions that something be changed or approve it at that meeting. To deny it there will have to be a justifiable reason that they are not in compliance with our ordinances.

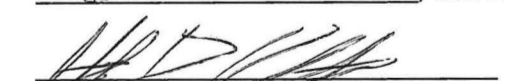
Nicole Taylor, with South Alabama Regional Planning Commission mentioned that the grant starts October 1st and you can start charging time that is spent on the project as of that date. You can form a sub-committee if the whole planning board can't participate. A lot of cities go this route so they can work in a workshop setting during the day and then present to the planning commission during a meeting. This way the whole group is involved even if the whole committee is not available to attend workshops. It's going to go fast but you want to start working on how to collect public feedback. I brought some handouts from other cities and the questions they asked to capture the broad public feedback. A lot of the survey questions were open-ended which is hard to tabulate but that's the best way to capture public opinion. Some survey programs to consider are Survey Monkey or JotForm. This is something that should be worked on first to give residents time to participate in the survey. Paper applications distributed at the Honey Bee Festival and at City Hall are another good option with a deadline to return. I also brought a breakdown of your comp time regarding the matched time. So if you did have a booth at the Honey Bee Festival you would count that time worked. At any event with the public, have a sign-in sheet, it all counts toward the project. I also brought a spreadsheet of the hourly rate of the value of volunteer time in Alabama \$28.38 hr. After October first, we can count everyone at the meeting at \$28.38 an hr.

Mayor Murphy offered some clarification on the discussion subject. We are talking about the comprehensive plan. This will be his 2nd comp plan and they last usually 10-15 years. The cost of the plan is \$45k. We have applied to NOVA for a grant to help with this expense.

Chairman Spaulding appoints Fabia Waters, Mark Fincher, Cheryl Parnell, Tonya Lynn and Samantha Sliwinski-Rockenbauer as subcommittee members.

There being no further business to come before the Commission, motion was made by Tonya Lynn, seconded by Fabia Waters, with unanimous approval to adjourn. Motion carried.


SECRETARY

APPROVED THIS 23 DAY OF
Oct, 2023.

CHAIRMAN