

**CITY OF ROBERTSDALE
PLANNING COMMISSION
MEETING AGENDA
Monday, October 26, 2026**

5:00 P.M. Comprehensive Plan Review Meeting

6:00 P.M. Regular Planning Commission Meeting

Call to Order

Roll Call

Approval of Minutes – September 28, 2026

Discussion and Decision

- 1) **Avery Park Subdivision** – Final Plat Approval
17375 Thompson Rd, Loxley AL 36551

Adjournment

**CITY OF ROBERTSDALE
PLANNING COMMISSION MEETING MINUTES
SEPTEMBER 28, 2026
6:00 P.M.**

The Robertsdale Planning Commission met in regular session on Monday, September 28, 2026, at 6:00 p.m. at Robertsdale City Hall.

ROLL CALL

Chairman Eric Spaulding called the meeting to order.

Members Present: Eric Spaulding, Chairman, Jonathan Kitchens, Samantha Sliwinski-Rockenbauer, Mary Booth, Larry Pecht, Fabia Waters, Clint Raymond Alvear, Josh Bailey
Staff Present: Mark Fincher, Building Official, Evan Davis, City Engineer, Deborah Toler, Planning Commission Secretary

APPROVAL OF MINUTES

The minutes from the August 24, 2026, Planning Commission meeting were presented for approval. A motion was made to approve the minutes as presented. The motion was seconded and approved.

DISCUSSION/DECISION

1. Polson Farms – Request for One-Year Extension of Preliminary Plat Approval

The Planning Commission considered a request for a one-year extension of the preliminary plat approval for Polson Farms. The Commission discussed the status of the subdivision and the outstanding Baldwin County turnout permit. A motion was made to approve by Mary Booth, the requested one-year extension of the Polson Farms preliminary plat. Following a second by Fabia Waters, a roll-call vote was taken. **Vote:** Yes – 2 No – 6

The motion **failed by a vote of 2–6**. Therefore, the requested one-year extension was not approved. Following the failed motion, there was additional discussion concerning tabling the matter until the next meeting, and a motion was made to table the item.

NOTE FOR THE RECORD: Following the meeting, the City Attorney advised that once the motion to approve the extension failed, that action concluded the matter before the Commission. Therefore, the subsequent motion to table was null and void. The applicant may request to appear before the Planning Commission at a future meeting as a new discussion/item.

ADJOURNMENT

There being no further business to come before the Planning Commission, the meeting was adjourned.

Approved this _____ day of _____, 2026.

_____ Chairman _____ Secretary

Office Use Only: Case No. _____ Received By: _____ Date: _____
Application Fee: _____ Receipt No. _____



CITY OF ROBERTSDALE **SUBDIVISION APPLICATION**

P.O. Box 429
Robertsdale, AL 36567

Phone: (251) 947-2466
Fax: (251) 947-2619
TDD (251) 947-2122

Owner(s)

Name: Eastern Baldwin Management Group-CDA LLC

Mailing Address: 1321 Ochsner Blvd, Suite 201

City: Covington State: LA Zip code: 70433

Telephone: _____ Fax: _____ e-mail: _____

Application must be accompanied by a current (within 60 days from date of application) title policy, title opinion, or title report, verifying ownership. Said title document shall cover a period of no less than 30 years;

Site Information

Parcel ID Number: 05-4 2 - 0 7 - 2 5 - 0 - 0 0 0 - 0 2 0 . 0 0 0

05-____ - ____ - ____ - ____ - ____ - ____ - ____ . ____

05-____ - ____ - ____ - ____ - ____ - ____ - ____ . ____

05-____ - ____ - ____ - ____ - ____ - ____ - ____ . ____

Subdivision Name: Avery Park Proposed Number of Lots: 67

Is this property within the City Limits of Robertsdale? ☒ yes ☐ no

(If not, provide a copy of transmittal showing that this has been submitted to the Baldwin County Engineer for review.)

Flood Zone: X Zoning Classification: PUD Acreage: 39

Subdivision Type

Check One:

☐ Sketch Plat

☐ Preliminary Plat

☒ Final Plat

Utility Information

Electrical Provider: City of Rdale PW&Bald.EMC Telephone Provider: AT&T

Sewer Provider: City of Robertsdale P.W. Water Provider: City of Robertsdale P.W.

(A letter of willingness and ability to serve must be submitted for all non-municipal utility providers)

Professional Information

Engineer: Dwayne Smith - Anchor Engineering

Mailing Address: 918 Government Street

City: Mobile State: AL Zip code 36604

Telephone: 251-459-8460 Fax: _____ e-mail: dsmith@anchordbg.com

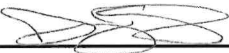
Surveyor: Michael Watts Austin

Mailing Address: 918 Government Street

City: Mobile State: AL Zip code 36604

Telephone: 251-459-8461 Fax: _____ e-mail: maustin@anchordbg.com

I hereby certify that the information stated on and submitted with this application is true and correct. I also understand that the submittal of incomplete or incorrect information will result in this application not being placed on the next Planning Commission agenda. I agree to not begin any construction or improvements until a permit is issued by the City Engineer to allow such. I understand that payment of these fees does not entitle me to approval of this application and that no refund of these fees will be made. I have reviewed the Land Use Ordinance of the City of Robertsdale and understand that I must be present on the date of the Planning and Zoning Commission meeting.

Owner's Signature:  Date: 8/24/26

Owner's Signature: _____ Date: _____

(If you are not the property owner you must submit Agent Authorization Form signed by the property owner)

NOTARY PUBLIC

MICHAEL WATTS AUSTIN, PLS
SURVEYOR FOR THE APPLICANT



Robertsdale Office:
22251 Palmer Street
Robertsdale, AL 36567

Quick Contacts:
planning@baldwincountyal.gov
251-580-1655

Foley Office:
201 East Section Avenue
Foley, AL 36535

October 13, 2026

Commercial Turnout Notice of Completion

Case #: CTP24-000060

Site & Applicant Information

Parcel ID Number: 05-42-07-25-0-000-020.000,

Physical Address (E-911): 17375 THOMPSON RD LOXLEY, AL 36551

Applicant Name: Dwayne Smith

Dear Anchor DBG,

The Commercial Right-of-Way Access and Drainage Impact permit for the site at 05-42-07-25-0-000-020.000 has been inspected for compliance with the permit requirements on October 13, 2026 and has been constructed to completion.

If any additional improvements are needed in the right-of-way, please contact the our department at Planning and Zoning. If you have any questions, please feel free to call me at (251) 580-1655.

Sincerely:

Kaylan Driskell, Engineer Technician II



October 23, 2026

**City of Robertsdale
23580 E. Chicago Street
Robertsdale, AL 36567**

**RE: Avery Park Subdivision
Letter of Substantial Completion**

To Whom It May Concern:

We have conducted a final inspection of Avery Park Subdivision and have determined it to be substantially complete

If you have any questions, comments, or concerns regarding this Letter of Substantial Completion, please contact us.

Respectfully,

A handwritten signature in black ink, appearing to read 'B. Dwayne Smith', with a stylized flourish at the end.

**B. Dwayne Smith, PE
Senior Engineer
Alabama Registration No.: 22779**



Avery Park
Final Plat
October 26, 2026,
Staff Report

PROPERTY INFORMATION

Parcel ID: 05-42-07-25-0-000-020.000

Current Zoning: PUD (Ordinance 011-2022)

Location: The subject property is located on the southwest corner of State Hwy 59- and Thompson Road.

Property Owner/Applicant

Eastern Baldwin Management Group CDA-LLC
1321 OCHSNER BLVD STE 201
Covington, 70433

Engineer

Anchor Engineering
50 N. Florida St.
Mobile, AL 36607

Total acreage: 39 acres

Number of Lots: 67 Single Family Lots

Smallest Lot Size: 8,700 SF

Length of Streets: 2,700 LF

Utility Providers:

Water	-	City of Robertsdale
Sewer	-	City of Robertsdale
Electricity	-	Robertsdale/Baldwin EMC
Telephone	-	Brightspeed

Previous Actions Taken:

April 25, 2022 - Sketch Review by PC
June 27 & July 25, 2022 - Annexation/PUD Review by PC
August 15, 2022 - PUD Rezoning by City Council - Ordinance 011-2022
July 22, 2024 – Preliminary Plat Tabled (requested by applicant)
August 26, 2024-- Preliminary Plat – approved with conditions

STAFF RECOMMENDATION

Staff recommends that the Final Plat be Approved with conditions subject to the noted items:

Conditions

Provide revised As-Built drawings.

Install/plant trees per landscape drawings.

Complete all outstanding items identified by the City Engineer.

The billboard at Thompson Rd. and Hwy 59 must be removed within one year of final plat approval.