

Town of Perdido Beach- Planning and Zoning Commission  
August 2, 2017 - 6:30 pm - Town Hall

The Planning Commission of the Town of the Perdido Beach held its regular meeting at the Town Hall on August 2, 2017. Chairperson John Dobbs called the Meeting to order at 6:31 PM.

**Members Present:** Commissioners: Chairman John Dobbs; Bob Gross, Chris Head; Christi Koehle; Mayor Kae Hamilton; Councilman Andrew Stewart and Lynn Thompson,

**Members Absent:** Glenna Smith-Secretary

**Others Present:** Mrs. Diane Burnett-SARPC, Members of the Town.

**Invocation:** Chairman Dobbs

**Pledge of Allegiance:** Chairman Dobbs

**Hearing of Applications:** None

**ITEM:** Read and approve previous meeting's minutes:

Motion by, Mayor Hamilton second by Christi Koehle to approve the May 3, 2017 Minutes:

No Discussion:

All in favor, motion carried.

Motion by Councilman Stewart, second by Chairman Dobbs to approve the June 7, 2017 Planning Commission Public Hearing /Regular business Meeting Minutes.

Discussion:

Commissioner Koehle and Commissioner Gross stated that they felt the minutes needed more detail about the public hearing; such as the number of persons who spoke favor of the rezoning and the number of persons who spoke against the proposed rezoning of town owned property located at Lots 1, 2, 3 and 4, Block 14, Repartition of Blocks 14 and 15 in Soldier's Creek Addition to Perdido Beach. The town requested approval to rezone 2.62± acres from R-1, Single Family District to OR, Outdoor Recreation District. The Parcel Identification Number is 05-63-04-18-0-001-001.000

**Roll Call Vote**  
**"Abstain"**

**"Yes"**

Councilman Andrew Stewart  
Lynn Thompson  
Mayor Hamilton

**"No"**

Chris Head

Christi Koehle

Bob Gross

John Dobbs

Motion carried to approve the minutes as presented.

### **Public Comments:**

Mrs. Karen Gross-Town Resident commented on the lack of information in the public hearing minutes and members of the Commission taking minutes.

Mrs. Priscilla Condon-Town Resident commented on the availability of audio CD's the Town uses to record minutes from the meetings.

Mr. Dennis Barnes-Town Resident was concerned that the power point presentation he presented at the June 7<sup>th</sup> public hearing might not be included in the minutes and asked that his concern be made a part of the record.

Mrs. Pam Kitchens-Town Resident commented on John Dobbs's appointment to Chairman of the Planning Commission. Mr. Dobbs resigned from the Planning Commission. Vice Chair-Christi Koehle took over the meeting.

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After public comments, Commissioner Lynn Thompson suggested that the Commission revisit and review the minutes at the next Commission meeting when the secretary would be present and be able to answer questions that were asked during the discussion. Mrs. Thompson made a motion to review the minutes at the next meeting.

Motion by Lynn Thompson, second by Mayor Hamilton to add "Review of the June 7, 2017 Minutes to the September 6<sup>th</sup> Commission Meeting Agenda.

#### **"Yes"**

Lynn Thompson  
Mayor Hamilton  
Chris Head

#### **Roll Call Vote**

##### **"Abstain"**

Christi Koehle

##### **"No"**

Councilman Andrew Stewart

Bob Gross

John Dobbs

Motion carried to approve the motion to add the review of the June 7<sup>th</sup> minutes to the next agenda

### **Officer's Reports:**

- **Mayor's Report:**

Mayor Hamilton reported that the Preliminary Flood Insurance Rate Maps (FIRM) and the Flood Insurance Study (FIS) are available at Town Hall for review and comments.

**Chairman's Report:** No Report

**(SARPC) Representative Report:**

- Mrs. Diane Burnett-South Alabama Regional Planning Commission, reminded the Planning Commission members of the training hosted by SARPC on August 29<sup>th</sup>. In Mobile.

#### **New Business:**

#### **Reviewed the 2015-2016 Recommendations from the 2030 Master Plan.**

The Planning Commission reviewed the recommendations presented to the Town Council by the previous administration. Some Planning members were not able to comment on some of the recommendations as they were not members of the Commission at that time.

*Following is the list of recommendations that the Planning Commission reviewed on August 2  
Denotes decision on whether or not the recommendation has been completed.*

### **MAYOR'S REPORT ON PLANNING COMMISSION 2015 RECOMMENDATIONS FROM THE TOWN OF PERDIDO BEACH MASTER PLAN**

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**Page 17 (1) (Recommended- Forming a Committee to investigate)** Obtain Alabama Outstanding Water designation for all appropriate waterways.

**Council Action:** Councilmember Leslie will find out what the requirements are for obtaining. She is going to check with the Town of Magnolia Springs and do research to find out what is required to obtain the Alabama Outstanding Water designation.

Request available water quality data from federal and state agencies including any trend station data obtained by the Alabama Department of Environmental Management (ADEM).: \*The ADEM Station data for the monitoring station at Escambia Ave/Perdido Bay location. Example: A few days after the April flood the fecal count was 700 fc per 100 ml compared to the usual single or double digit count.\*

*Planning Commission will keep on the list and continue research.*

**Page 18 (13)** Create educational materials for use within the limits of the Town that identify regulatory agencies and their roles and responsibilities in overseeing water quality, shoreline usage, state-owned water bottoms and wetlands. Recommended partners are US Army Corp of Engineers, ADEM, ADCNR, State Lands Division, SARPC and Weeks Bay Reserve. **Council Action:** The Council recognizes and commends the Planning Commission for the work it has done to further the intent of this recommendation.

*The Town has hand out materials from Weeks Bay Reserve a component of the National Estuarine Research System, funded by the Alabama Dept. of Conservation and Natural Resources, State Lands Division, Coastal Section, in part by a grant from the National Oceanic and Atmospheric Administration*



(NOAA). Office Ocean and Coastal Resource Management, (OCRM), Financial support for the Publication "Greener By The Yard" was provided by a grant NA11NOS4200146) under the Federal Coastal Zone Management Act, administered by the OCRM, NOAA, Silver Springs, Md.

"Recognizing Wetlands" is a publication that describes in nontechnical terms, ways to determine whether or not an area may be a wetland for purposes of the Corp of Engineers regulatory program, provided by the US Army Corps of Engineers.

**"SMART GROWTH FOR COASTAL AND WATERFRONT COMMUNITIES"**  
(NOAA) United States Environment Protection Agency (EPA), Leaders At The Care of Better Communities (ICMA), Sea Grant-Rhode Island.

**"An Introductory Guide to Urban and Community Forestry Programs"**  
United States Department of Agriculture-Forest Service Southern Region.

(14) Create a training program for Town staff and appointed volunteer board members through the Week's Bay Reserve Training Program, which offers training on regulatory and compliance basics. **Council Action: Ongoing process with input from regulatory agencies, SARPC and Week's Bay Reserve.**

**Planning Commission will keep on list.**

**A training program has not yet been developed.**

**Page 35** (9) Incorporate "Traffic Calming" techniques. **Council Action: Councilman Hickey has investigated various types of traffic calming techniques including installation of speed bumps and has made the following recommendation to the Town Council. April 11, 2016 Council Workshop – Public Works Committee Recommendation: Install Traffic Calming Devices – 3 and 4 way stops at various locations. No action taken.**

**The Safety Committee for the 2016-2020 administration will make recommendations at the August 17, 2017 Council Meeting.**

**Will Update.**

**Page 44** (3) Coordinate with Baldwin County and State of Alabama to construct a turning lane on U.S. Highway 98 at the CR97 intersection to avoid traffic congestion during peak commuter times. **Action: \*On September 4, 2014 Mayor Parker attended a meeting of the South Alabama Regional Planning Commission Rural Planning Organization (RPO). The Town of Perdido Beach is a committee member of the RPO and Mayor Parker serves as Vice-Chairman of the RPO. At the September 4<sup>th</sup> meeting the "RPO Transportation Plan and Safety Needs List of Projects" was updated. The Town of Perdido Beach Master Plan Recommendations 2, 3 and 4, Page 44 are included on the list of projects for Baldwin County.\***

*On February 24, 2015, at the invitation of Baldwin County and the Alabama Department of Transportation, Councilman Sean Hickey (Public Works Committee Chairman) and Mayor Parker met with representatives from Baldwin County Transportation and the Alabama Department of Transportation to discuss Town needs and/or requests within the County/State Jurisdiction. Presented to the Baldwin County and State Transportation Representatives were the above recommendations, which were added to the County/State plans to be implemented as funds become available.*

*As of early 2017, Baldwin County currently has no plans to construct the turning lanes.*

(7) Develop an overall Pedestrian Walking Trail Plan. **Council Action:** Statement was made that the Alabama Department of Transportation (ALDOT) is working on a plan for creating walking trails. There is not sufficient interest by this council at this time to pursue this recommendation.

*The Planning Commission will keep this on the list as a recommendation to the Town Council.*

(10) Develop standards that ensure that streets and roadways are repaired when damaged by utility companies installing utilities. **Action:** Standard procedures are to issue necessary permits, maintain communication with utility companies while work is being done and follow up to insure that possible damages are resolved.

*The Town does follow standard procedures that require permitting.*

*As of August 2017, standards have not been developed to ensure that streets and roadways are repaired when damaged by utility companies installing utilities.*

*The Planning Commission will keep this on the list as a recommendation to the Town Council.*

**Page 45** (Objective) Establish a zip code (Beneficial for tax purposes) **Action:** This is not possible under current federal standards. It has been investigated to the extent of sending a letter to Congressman Bonner with no success.

*Planning Commission will not keep this on the list of recommendations as, no new post offices are being planned.*

**Page 59** (6) Create a franchise fee agreement for sewer service to protect the citizens of the Town from unregulated utility charges, including rate ceiling. **Action:** No progress has been made on this recommendation.

*Planning Commission will keep this on the list of recommendations to the town Council.*

(8) Work with engineers to identify future needs for drainage and create a long-range master drainage plan. **Action:** This recommendation is in the process of being achieved and should be completed by the end of September, 2016.

*This recommendation can be removed from the list as, the Town has completed its Stormwater Management Plan.*



**Page 60 (22)** Seek funding from Coastal Zone Management Grants to construct a small scale public boat launch. **Action: Grant funds have been allocated for this purpose and remain in the Town's bank account.**

**This recommendation can be removed for the list as the town has reallocated funds from the Deep Water Horizon Incident to purchase property.**

**Page 67 (1)** Purchase property to enlarge existing public beach. **Action: A Town Hall Meeting was held in April, 2016 to present a proposal to the citizenry to purchase property located at Escambia Ave. and Magnolia St., which included a boat house lot on Palmetto Creek. Shortly after the proposal was made, said property sold, therefore was no longer available.**

**This recommendation can be removed from list:**

In accordance with the Town of Perdido Beach Land Use and Zoning Ordinance, at the April 20, 2017 meeting the Town Council voted to authorize the initiation of the rezoning process for parcel number 05-63-04-18-0-001-001.000

The property is currently zoned R-1, Single Family District and is unoccupied. The requested designation is OR, Outdoor Recreation District. **In summary the purpose of the rezoning is to allow for a public pier with parking and to provide access to a proposed public boat launch at the end of the State Street right of way.**

**The Planning Commission considered the rezoning request at its June 7, 2017, regular meeting and voted to recommend approval to the Town Council.**

**(2)** Purchase or secure property for additional water access points. **Action: A Council Advisory Committee is appointed to research and make recommendation related to recommendation (1) and (2) of Page 67.**

**This recommendation can be removed from the list:**

**The Ad-hoc Property Search Committee has been resolved.**

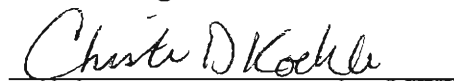
Diane Burnett (SARPC) volunteered to create a spread sheet to track and differentiate between the short term, midterm and long term "objectives" and the "recommendations" listed in the Master Plan 2030.

**Announcements:**

Next Regular Planning Commission Meeting September 6, 2017; 6:30 pm.

**Adjournment:**

Being no further business there was a motion by Mayor Hamilton to adjourn  
The meeting ended at 7:18 PM.



Christi Koehle, Vice Chair

ATTEST:

  
Lynn Thompson, Acting Secretary