

**OFFICIAL MINUTES
NORTHPORT PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, JANUARY 9, 2024**

The Planning and Zoning Commission met in a regular session at 6:00 p.m. on Tuesday, January 9, 2024, in the Council Chambers at Northport City Hall.

The meeting was called to order by Chairman Kevin Turner. Upon roll call the following members were found to be present: Mrs. Jennifer Hayes, Mrs. Tracy Kelly, Mr. David Kemp, Mr. Roland Lewis, Mr. Timothy Martin, Mr. Clay Randolph, Mr. Kevin Turner, Mr. Karl Wiggins, Mr. Jason Ward. Staff present were Mrs. Julie Ramm, Planning Director, Mr. Chris Cunningham, Assistant City Attorney, Mr. Shaun Patten, Zoning Administrator, Ms. Meredith Mullins, Planner, Mrs. Morgan Williams, Administrative Assistant, and Mr. Brad Matthews, Assistant City Engineer.

Chairman Kevin Turner introduced the board members and staff members to the public.

Information on Back of Agenda – Chairman Kevin Turner explained the meeting procedures on the back of the agenda.

Approval of Agenda – Motion by Mr. Turner to approve the January 9, 2024, agenda. **Second by Mr. Martin.** Voiced roll call was given. **Motion Carried.**

Approval of the Minutes – Motion by Mr. Lewis to approve the minutes from the special called meeting on November 27, 2023. **Second by Mr. Wiggins.** Voiced roll call was given. **Motion Carried.**

Approval of the Minutes – Motion by Mr. Martin to approve the minutes from the regular minutes on December 12, 2023. **Second by Mr. Wiggins.** Voiced roll call was given. **Motion Carried.**

Verification of No Conflict of Interest & Disclosure of Ex Parte Communication - None

Verification of Proper Notification – Mrs. Ramm confirmed proper notification was given.

Old Business

- A. **S-29-23 Rehearing The Terrace at Northcreek Master Plan Revision** – Brasher Holdings, LLC is requesting a revision to the Master Plan for approximately 72.22 acres for Phases II-V located at the east dead end of Northcreek Boulevard.

Mrs. Ramm stated that Longleaf Engineering has requested to continue this rehearing case till the February meeting.

Phillip Grammar with Longleaf Engineering, 432 65th Street, stated that they are requesting to continue this case till the February meeting.

Chairman Turner opened the floor for a public hearing.

With no one to appear, Chairman Turner closed the public hearing.

Motion by Mr. Turner to continue S-29-23 Rehearing Master Plan of The Terrace at Northcreek until the February meeting. **Seconded by Mr. Kemp.** Voice roll call was given. **Motion Carried.**

Mrs. Ramm stated that this would serve as public notice for this case.

- B. **S-30-23 Forest Glen Seventh Section** – Adam Springer is requesting preliminary plat approval for approximately 12.54 acres located south of Randa Parkway and east of Arbor Oaks Road.
CONTINUED UNTIL FEBRUARY (no action required).

New Business

- A. **S-1-24 RSVY of Lot 1, Mt. Galilee Baptist Church Subdivision** – Mt. Galilee Baptist Church is requesting preliminary plat approval of approximately 1.39 acres located at 2906 29th Street.

Mrs. Ramm stated that Mount Galilee Baptist Church requests preliminary plat approval for the Resurvey of Lot 1 Mt. Galilee Baptist Church Subdivision located at 2906 29th Street. The plat includes two lots on 1.39 acres. They have requested the following waivers: Sidewalk, Half Street Improvements, Dedication of Additional ROW, and Landscaping Requirements from the Subdivision Regulations. The petitioner has requested a waiver for the construction of sidewalks for the lot in the non-residential portion of the subdivision (lot 1A) and a fee-in-lieu of sidewalks waiver is requested for the proposed lot that is used for residential purpose (lot 1B). Approval of this agenda item will require six affirmative votes, including the waivers from the Commission.

Mr. Turner asked the Commission members if they had any questions.

Mr. Turner asked Mr. Matthews for engineering's point of view on the waivers requested. Mr. Matthews stated that the ROW is constant throughout the area and that dedication of the full 60 feet of ROW would cause this to be right in front of the existing structure. Mr. Matthews stated that sidewalks are not in this area and with the continuous parking lot, construction of the sidewalks would cause major issues for construction. Mr. Matthew stated that there are no curb and gutters along this street.

Mr. Turner asked Mrs. Ramm about the sidewalk waiver request being two parts, with the fee in lieu being required for sidewalks on the residential portion. Mrs. Ramm stated the residential portion of the subdivision there are two options, construction of sidewalk or fee in lieu, there is not an outright waiver for residential subdivisions. The non-residential portion can be waived outright, fee in lieu of or require the construction.

Bobby Herndon, 2722 Lurleen B Wallace Blvd, represented Mount Galilee Baptist Church and stated that they are wanting to separate the property into two separate lots. He stated there is a residential home that they no longer need and are wanting to remove it from the subdivision. He stated that the petitioner is requesting not to pay into the sidewalk bank for Lot 1B.

Chairman Turner opened the floor for a public hearing.

Scottie Mayfield, 2707 7th Street, asked is lot B, residential, is this the 2908 19th Street or the opposite end. Mr. Matthews stated that the residential lot they are trying to separate is 1811 29th Avenue based on Google maps. Mrs. Mayfield asked if this would affect her and her property. Mr. Turner stated no, they are just separating their property with a property line.

With no one to appear, Chairman Turner closed the public hearing.

Motion by Mr. Lewis to approve the sidewalk requirements as requested. **Seconded by Mr. Martin.** Roll called was as follows: Mr. Lewis – Yes; Mr. Martin – Yes; Mrs. Hayes – Yes; Mr. Kemp – Yes; Mrs. Kelly – Yes; Mr. Martin – Yes; Mr. Randolph – Yes; Mr. Turner – Yes; Mr. Ward – Yes; and Mr. Wiggins – Yes. **Motion Carried.**

Motion by Mr. Turner to approve the half street improvements as requested. **Seconded by Mr. Kemp.** Roll called was as follows: Mr. Turner – Yes; Mr. Kemp – Yes; Mrs. Hayes – Yes; Mrs. Kelly – Yes; Mr. Lewis – Yes; Mr. Martin – Yes; Mr. Randolph – Yes; Mr. Ward – Yes; and Mr. Wiggins – Yes. **Motion Carried.**

Motion by Mr. Turner to approve the dedication of additional ROW as requested. **Seconded by Mr. Wiggins.** Roll called was as follows: Mr. Turner – Yes; Mr. Wiggins – Yes; Mrs. Hayes – Yes; Mr. Kemp – Yes; Mrs. Kelly – Yes; Mr. Lewis – Yes; Mr. Martin – Yes; Mr. Randolph – Yes; and Mr. Ward – Yes; **Motion Carried.**

Motion by Mr. Turner to approve the landscaping requirements as requested. **Seconded by Mr. Wiggins.** Roll called was as follows: Mr. Turner – Yes; Mr. Wiggins – Yes; Mrs. Hayes – Yes; Mr. Kemp – Yes; Mrs. Kelly – Yes; Mr. Lewis – Yes; Mr. Martin – Yes; Mr. Randolph – Yes; and Mr. Ward – Yes; **Motion Carried.**

Motion by Mr. Turner to approve the preliminary plat for approximately 1.39 acres located at 2906 19th Street. **Seconded by Mr. Lewis.** Roll called was as follows: Mr. Turner – Yes; Mr. Wiggins – Yes; Mrs. Hayes – Yes; Mr. Kemp – Yes; Mrs. Kelly – Yes; Mr. Lewis – Yes; Mr. Martin – Yes; Mr. Randolph – Yes; and Mr. Ward – Yes; **Motion Carried.**

B. **S-2-24 The Townes of North Lake Master Plan REHEARING** – Courtstone LLC is requesting a rehearing for the master plan of approximately 183 acres located east of Highway 69 and north of Hamnertown Road. **CONTINUED UNTIL FEBRUARY (action required).**

C. **S-3-24 The Townes of North Lake** – Courtstone, LLC is requesting preliminary plat approval for approximately 9.3 acres located east of Highway 69 and north of Hamnertown Road. **CONTINUED UNTIL FEBRUARY (action required)**

Mrs. Ramm stated that the petitioner has requested to continue these cases.

Jason Walker with TTL, LLC, 3516 Greensboro Avenue represented Courtstone, LLC requested that their cases be continued until February.

Motion by Mr. Turner to continue S-2-24 Rehearing Master Plan of The Townes of North Lake Master Plan until the February meeting. **Seconded by Mr. Wiggins.** Voice roll call was given. **Motion Carried.**

Mrs. Ramm stated that this would serve as public notice for this case.

CITIZEN COMMUNICATIONS

DISCUSSION

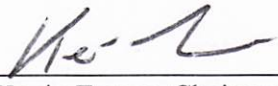
a. By-laws

- Mr. Turner went over the changes that were made from the previous meetings discussion. Changes were made to Article 4(c), Article 5, and Article 6(d)

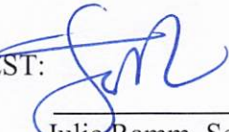
Motion by Mr. Turner to adopt the amended by-laws for the Planning and Zoning Commission for the 2024 year. **Seconded by Mr. Wiggins.** Voice roll call was given. **Motion Carried.**

- Mrs. Ramm stated that there will be a work session for the Comprehensive Plan held on January 25, 2024, at 5:30 pm.
- Mrs. Ramm stated that they are still reviewing the Zoning Ordinance and are looking to schedule a public meeting to review and discuss the zoning ordinance. She stated as of now the date is tentatively set for February 20, 2024.

ADJOURNMENT – Motion by Mr. Turner to adjourn the January 9, 2024, meeting. **Seconded by Mr. Martin.**



Kevin Turner, Chairman

ATTEST: 

Julie Ramm, Secretary