

CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
Monday, November 6, 2023
6:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

INVOCATION

Pastor Quinten Howard, Resurrection Church

PLEDGE OF ALLEGIANCE: Cub Scouts Pack 87

3. APPROVE MINUTES: October 16, 2023 regular meeting

4. REPORTS OF STANDING COMMITTEES

A. FINANCE COMMITTEE – Goodlin

Review the minutes from the October 16th meeting.

Treasurer's Report for September 2023: Unrestricted Fund Balance - \$24,857,435;

Total Cash Balance - \$39,212,073

Sales Tax for August 2023: \$2,279,259.95; Lodging Tax for August 2023: \$121,281.46

Debt Summary – September 2023: Warrants - \$24,650,442

Capital Leases: General Fund - \$711,796; Enterprise Fund - \$800,417

B. BUILDINGS & PROPERTY COMMITTEE – Coleman

Review the minutes from the September 2023 meeting and the September 2023 new Construction and Building Reports.

Certificates of Occupancy: 34

Permits Issues: 277

New Residential Home Permits: 6 (pending)

Total Fees: \$108,322.22

C. PUBLIC SAFETY COMMITTEE – Hughes

Review the minutes from the October Meeting.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Olen

E. PUBLIC WORKS COMMITTEE – Conaway

MOTION to authorize the Mayor to execute an Intergovernmental Roadway Construction Agreement.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS

A. BOARD OF ZONING ADJUSTMENTS – Adrienne Jones

B. DAPHNE PUBLIC SCHOOL COMMISSION – Conaway

C. DOWNTOWN REDEVELOPMENT AUTHORITY – Conaway

D. INDUSTRIAL DEVELOPMENT BOARD – Scott

E. LIBRARY BOARD – Goodlin

F. PLANNING COMMISSION – Olen

Review the minutes from the September 28th meeting and the report from the October 26th meeting.

G. RECREATION BOARD – Hughes

City Council Agenda – November 6, 2023

H. UTILITY BOARD – Phillips

Review the minutes from the September 27th regular meeting and the special called October 10th meeting.

6. PUBLIC PARTICIPATION

7. MAYOR’S REPORT

MOTION to recommend an individual to the ESMPO Advisory Committee to the Citizen Advisory Committee.

MOTION to recommend an individual to the ESMPO Advisory Committee to the Bicycle and Pedestrian Advisory Committee.

8. CITY ATTORNEY REPORT

9. DEPARTMENT HEAD REPORTS

10. CITY CLERK’S REPORT

MOTION to approve the publication and set a public hearing on December 18, 2023 for the proposed amendments to the Lane Use and Development Ordinance to amend Articles 8, 11, 13, 15, 17, 18, 21, 30 and 34.

MOTION to approve the publication and set a public hearing on December 18, 2023 for the Official City of Daphne Zoning Map Update.

11. RESOLUTIONS & ORDINANCES

A. RESOLUTIONS:

2023 – 54 – Official City of Daphne Street Map Update

2023 – 55 – Resolution to Setup New Depository Account and Fund: 2023 Construction Fund Account

2nd READ ORDINANCES:

2023 – 39 – Ordinance to Establish the Salary of the City Council Members

2023 – 40 – Ordinance to Establish the Salary of the Mayor

1st READ ORDINANCES:

12. ELECTION OF OFFICERS

MOTION to Elect Council President

MOTION to Elect Council Pro Tem

MOTION to Approve Committee Assignments

13. COUNCIL COMMENTS

14. ADJOURN

October 16, 2023
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:00 P.M.

1. **CALL TO ORDER:**

There being a quorum present Council President Angie Phillips called the meeting to order at 6:00pm.

2. **ROLL CALL:**

COUNCIL MEMBERS PRESENT: Angie Phillips, Steve Olen, Ron Scott, Tommie Conaway and Doug Goodlin

COUNCIL MEMBERS ABSENT: Joel Coleman and Benjamin Hughes

Also Present: Candace Antinarella, City Clerk; Patrick Dungan, City Attorney; Mayor LeJeune; Chief Brian Gulsby, Police; Troy Strunk, City Development; Chief Tacon, Fire; Brett Camilleri, Fire Marshal; Adrienne Jones, Planning; Charlie McDavid, Recreation; Lamar Green, Fire Department; David Saraceno, Fire Department; Tonja Young, Library; Kelli Reid, Finance; Sunny Blackwood, Junior Councilmember; Kent Ward, Junior Councilmember; Daniel Hill, Junior Councilmember; Krista Burton, Junior Councilmember; and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Pastor Rife Stewart, Destiny Church.

FIRE DEPARTMENT PROMOTIONS: Chief Tacon presented Lamar Green, David Saraceno and Brett Camilleri with their promotional badges.

3. **APPROVAL OF MINUTES:**

The minutes from the October 2, 2023 regular meeting were approved.

4. **REPORT OF STANDING COMMITTEES:**

A. FINANCE COMMITTEE

Councilman Goodlin said the next meeting is November 20th at 4:30pm.

B. BUILDINGS & PROPERTY COMMITTEE

Councilman Coleman was absent. Council President Phillips asked for this report to be on the next agenda.

C. PUBLIC SAFETY COMMITTEE

Councilman Hughes was absent.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilman Olen said the next meeting is November 6th at 4:30pm.

**MOTION by Councilman Olen to authorize the Mayor to execute an agreement with South Alabama Regional Planning Commission for redistricting. No second was needed.
MOTION CARRIED UNANIMOUSLY.**

E. PUBLIC WORKS COMMITTEE

Councilwoman Conaway said the minutes from the September 5th meeting are in the packet and the next meeting is November 6th at 5:15pm.

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CITY COUNCIL MEETING
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5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. Board of Zoning Adjustments

Mrs. Jones said there was no report.

B. Daphne Public School Commission

Councilwoman Conaway said the next meeting will be October 23rd at 5:30pm at Belforest Elementary.

C. Downtown Redevelopment Authority

Councilwoman Conaway said the next meeting is October 19th at 5:30pm.

D. Industrial Development Board

Councilman Scott said the next meeting October 17th at 4:30pm.

E. Library Board

Councilman Goodlin said the next meeting is October 19th at 4:30pm.

MOTION by Councilman Goodlin to reappoint Elliot Riser to the Library Board for a term of our years, October 2023 – September 2027. Seconded by Councilman Scott. MOTION CARRIED UNANIMOUSLY.

F. Planning Commission

Councilman Olen said the minutes from the August 24th meeting and the report from the September 28th meeting are in the packet. He said the next meeting is October 26th at 5:00pm.

G. Recreation Board

Councilman Hughes was absent.

H. Utility Board

Councilwoman Phillips said the next meeting is October 25th at 5:00pm and the minutes from the August 30th meeting are in the packet.

6. PUBLIC PARTICIPATION:

Public Participation opened at 6:10pm.

No one came forward to speak.

Public Participation closed at 6:11pm.

7. MAYOR'S REPORT:

Mayor LeJeune said the Out of the Darkness Walk last weekend went well and thanked Lydia Barber for her organizing it each year. He reminded everyone the Jubilee Festival is this weekend at Lott Park.

8. CITY ATTORNEY REPORT:

City Attorney said there was no report.

9. DEPARTMENT HEAD COMMENTS:

Chief Tacon, Fire, reminded everyone that October is Fire Prevention Month and the Fire Department is doing lots in the community to make others aware.

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Charlie McDavid, Recreation, said there have been lots of tournaments recently including baseball and pickleball and many more are coming up.

Sunny Blackwood, Junior Council, shared the group had met last week and their next meeting is November 14th at 5:30pm. She said they had recently wrapped up their podcast recording session and it should be on Spotify soon.

10. CITY CLERK'S REPORT:

**MOTION by Councilwoman Conaway to approve the Apollo's Mystic Ladies' Parade on February 2, 2024 at 6:45pm. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to approve the publication and set a public hearing on November 20, 2023 for the Carillon Oaks Baldwin, LLC Pre-Zoning Amendment located Southwest of the intersection of Sommerset Drive and Alabama Highway 181. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to approve the publication and set a public hearing on November 20, 2023 for the Carillon Oaks Baldwin, LLC Annexation Petition located Southwest of the intersection of Sommerset Drive and Alabama Highway 181. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

11. RESOLUTIONS & ORDINANCES:

A. RESOLUTIONS:

2023 – 53 – Bid Award: PL Russell LLC-Y-Ridgewood Sidewalk Extension - \$660,500

**MOTION by Councilman Scott to waive the reading of Resolution 2023-53. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to adopt Resolution 2023-53. Seconded by Councilman Goodlin.
MOTION CARRIED UNANIMOUSLY.**

B. ORDINANCES:

2nd READ ORDINANCES:

1ST READ ORDINANCES:

2023 – 39 – Ordinance to Establish the Salary of the City Council Members

2023 – 40 – Ordinance to Establish the Salary of the Mayor

12. ELECTION OF OFFICERS

Council President Phillips asked for this to be on the November 6th agenda so all Councilmembers could be present.

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CITY COUNCIL MEETING
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13. COUNCIL COMMENTS:

Councilman Olen echoed the Mayor's comments about the Out of the Darkness Walk.

Councilman Goodlin explained the need to pass the Mayor and Council Salary Ordinances ahead of the 2025 election.

Councilman Scott thanked Council President Phillips and Council Pro-Tem Olen for serving this last year.

Council President Phillips thanked the Junior Council for their report and Pastor Stewart and all those who provide invocation. She said it was good to hear that Reverend Dyson and his group made it back safely from overseas.

13. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED AT 6:22PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, MMC, City Clerk

Angie Phillips, Council President

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
OCTOBER 16, 2023
4:30 P.M.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:30 p.m.

Present were:

Chairman Mr. Doug Goodlin

Councilman Mr. Ron Scott

Councilwoman Mrs. Tommie Conaway

Councilwoman Mrs. Angie Phillips

Councilman Mr. Steve Olen

Also Present: Mayor Robin LeJeune, Finance Director Mrs. Kelli Reid, Accountant III Mrs. Suzanne Henson, Revenue Officer Mrs. Julie Koptis, Human Resource Director Mrs. Vickie Hinman, City Clerk Mrs. Candace Antinarella, Executive Director of City Development Mr. Troy Strunk, Director of Events and Marketing Mrs. Ange Baggett, and City Attorney Mr. Patrick Dungan.

II. PUBLIC PARTICIPATION

There was no public participation.

III. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous meeting minutes were approved.

IV. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resources Report:

- Posted/Reposted Positions – 2
- Reviewing/Testing/Interviewing/Background check - 16
- Promotion/Internal Transfer - 8
- New Hires – 9

Mrs. Hinman reviewed the monthly Safety Committee meeting topics and discussed other Human Resources projects and events.

Safety Committee:

- New security measures for City Hall in progress. Work Zone and Flagger training was completed on September 15th in Public Works. Active Shooter training was held at Public Works on October 11. Next Safety Committee meeting October 25, 2023.

Other HR Projects/Meetings/Events:

- Updating onboarding experience for new hires to reflect streamlined online benefits enrollment
- Processing COLA & position upgrades
- Fire Lieutenant Written Exam: 10/24/2023

Discussion was made on employee accidents and how these accidents are addressed in the monthly safety meetings.

V. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – September, 2023

Mrs. Koptis reviewed the following reports and information:

- Code enforcement issued 2 warnings resulting in businesses becoming compliant and \$128 in revenue.
- New Businesses with a physical location in Daphne - 4
- Simplified Sellers Use Tax collections - \$173,995.58 and YTD collections - \$1,964,105.34
- Total Business Licenses issued were 66 new and 33 renewals for a total of 99 in September 2023

VI. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: August, 2023

Mrs. Henson reviewed the Sales & Use Tax Reports: \$2,279,259.95 was collected for August, 2023 which was up \$115,999.90 from August 2022's collections:

- YTD Variance over Budget - \$ 2,430,638.33

B. Lodging Tax Collections, August, 2023

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for August, 2023 were \$121,281.46 which is down (\$11,238.95) from August 2022's collections.

- YTD Variance over Budget - (\$11,607.82)

C. Lodging Tax Analysis Report, September, 2023 (Preliminary)

Mrs. Reid reviewed the Lodging Tax Analysis report and noted that this is a preliminary report and the final report will be provided after the annual audit is complete.

- Recreation balance for related purchases - \$667,973.27
- Reserved balance for Bayfront related purchases - \$2,422,346.17
- Reserved balance for Occupancy Fee - \$150,515.50

VII. FINANCIAL SCHEDULES & REPORTS**A. Financial Reports****1. Treasurer's Report: September, 2023**

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT As of September 30, 2023					
Account Type/Title	9/30/2023	8/31/2023	Increase (Decrease) from last Month	9/30/2022	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	\$ 14,713,384	\$ 14,573,959	\$ 139,426	\$ 13,561,328	\$ 1,152,056
INVESTMENT FUND	10,144,051	10,223,710	(79,660)	10,161,143	(17,092)
Total Unrestricted Cash Balance	24,857,435	24,797,669	59,766	23,722,471	1,134,964
SPECIAL REVENUE FUNDS					
4 CENT GAS TAX	270,596	264,856	5,740	207,449	63,147
7 CENT GAS TAX	244,946	239,747	5,199	183,742	61,204
10 CENT GAS TAX	156,385	138,749	17,636	252,017	(95,632)
TREE & FLOWER	22,660	22,660	-	22,660	-
COVID RELIEF FUND	338,798	637,613	(298,814)	3,419,583	(3,080,785)
ANIMAL SHELTER FUND	3,007,583	2,145,367	862,215	957,355	2,050,228
MOBILE INFIRMARY BUILDING	35,041	37,776	(2,735)	-	35,041
FEDERAL DRUG FORFEITURES	191,017	195,187	(4,170)	235,796	(44,779)
LOCAL DRUG FORFEITURES	91,843	91,843	-	75,915	15,928
LIBRARY	44,305	45,763	(1,457)	26,144	18,161
COURT TRAINING & EQUIPMENT	40,039	41,420	(1,381)	42,775	(2,736)
COURT/CORRECTION	553,508	571,214	(17,706)	532,822	20,686
LODGING TAX	3,240,835	3,575,609	(334,774)	3,455,491	(214,656)
AGENCY FUNDS					
SELF INSURANCE	227,442	229,267	(1,826)	232,281	(4,839)
FLEX SPENDING	-	-	-	20,044	(20,044)
OPEB TRUST INVESTMENT FUND	1,179,071	1,213,731	(34,660)	880,609	298,462
	9,644,069	9,450,802	193,267	10,544,683	(900,614)
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	4,215,370	4,342,163	(126,793)	8,070,950	(3,855,580)
	4,215,370	4,342,163	(126,793)	8,070,950	(3,855,580)
DEBT SERVICE FUNDS					
DEBT SERVICE	495,199	218,673	276,526	507,090	(11,891)
Total Restricted Cash Balance	14,354,638	14,011,638	343,001	19,122,723	(4,768,084)
Total City Cash Balance	\$ 39,212,073	\$ 38,809,307	\$ 402,767	\$ 42,845,194	\$ (3,633,121)

Mrs. Reid noted the largest changes are in the COVID Relief Fund and Capital Reserve Fund. Mrs. Reid noted she is trying to close out the COVID Relief Fund and several projects have been paid down in the Capital Reserve Fund.

The Treasurer's Report as of SEPTEMBER, 2023 Total Unrestricted Cash Balance - \$24,857,435 and Total City Cash Balance - \$39,212,073 was presented to be filed for audit.

2. Encumbrance Report (Preliminary)

- Encumbrance balance is \$122,124.38 as of September, 2023.

Mrs. Reid noted this is a preliminary report and the final report will be provided after the annual audit is complete. Mrs. Reid noted that there will be approximately five projects added to the list for FY2023 and a couple older projects will be completed and removed.

3. Outstanding Appropriations

Mrs. Reid reviewed the outstanding appropriations report and noted that this is a preliminary report and the final report will be provided after the annual audit is complete. Mrs. Reid noted a few projects will be cleared out this week and the CR64/Pollard Road project and Justice Center Expansion project will be bid out soon.

4. Financial Overview: Debt Summaries & Monthly Financial Statements

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), September, 2023
 - Outstanding Warrant Balance as of September, 2023: \$24,650,442
 - Outstanding Capital Lease Balance as of September, 2023:
 - General Fund: \$711,796
 - Enterprise Fund: \$800,417
- Monthly Financial Statements, September 2023

Mrs. Reid noted the final reports will be provided after the annual audit is complete.

5. Summary of Budgetary Amendments

Mrs. Reid noted there are no amendments for the FY2024 Budget.

6. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary and noted that the Highway 98 (CR64 to Van) and Pollard Road/CR64 Improvements would be bid soon and a cost would be determined.

B. Bills Paid Reports – September, 2023

The Bills Paid Report was previously presented electronically. Mr. Olen asked about the vendor 1Promoteu.com. Mrs. Antinarella explained that items purchased were for volunteer appreciation gifts.

VIII. BIDS (Resolution)

There were no bids.

IX. APPROPRIATION REQUESTS: (Ordinance)

There were no appropriation requests.

X. SURPLUS

There were no surplus items discussed.

XI. NEW BUSINESS

A. New Bank Account – 2023 Warrant proceeds

Mrs. Reid discussed the need to set up a new bank account for the new 2023 Warrant proceeds. Mrs. Reid reviewed the quote submittals, the interest rate that would be received, and how arbitrage may be applied if additional interest collected exceeds the bond yield.

MOTION BY Mr. Scott to recommend to Council to adopt a Resolution authorizing the setup of the new bank account for the 2023 Warrant proceeds with Synovus Bank. Seconded by Mr. Olen.
MOTION CARRIED UNANIMOUSLY

B. Daphne Utilities Anode Bed Relocation.

Mr. Strunk discussed the anode bed relocation and that the Daphne Utilities Board would be working directly with the contractor for a resolution.

XII. OLD BUSINESS

There was no old business discussed.

XIII. ADJOURN The meeting adjourned at 5:08 p.m.

BUILDINGS & PROPERTY COMMITTEE MEETING

September 11, 2023, 5:15 p.m.

**City Hall, Council Chambers,
1705 Main Street, Daphne, AL 36526**

MEETING MINUTES

MEMBERS PRESENT: Councilman Coleman, Councilman Goodlin, Councilwoman Phillips (arrived 5:36pm), Councilman Hughes, Councilman Olen, Councilwoman Conaway and Councilman Scott

ALSO PRESENT: Mayor LeJeune; Jay Ross, City Attorney; Troy Strunk, City Development; Kelli Reid, Finance; Vickie Ange Baggett, Marketing; Charlie McDavid, Recreation; LeAnn Tacon, Fire Chief; Ronnie Huskey, Public Works; and Jessica Linne, Assistant City Clerk.

1) CALL MEETING TO ORDER / ROLL CALL

There being a quorum present Councilman Coleman called the meeting to order at 5:15p.m.

2) MINUTES

Councilman Coleman reviewed the minutes from the August meeting.

3) PUBLIC PARTICIPATION

No one came forward to speak.

4) BUILDING INSPECTION REPORT

Troy Strunk gave the Building Inspection Report. Councilman Scott asked about Hope Vineyard's neighborhood.

5) CIVIC CENTER & BAYFRONT PAVILION REPORT

Ange Baggett gave the Civic Center Report.

6) RECREATION REPORT

Charlie McDavid gave the Recreation Report and the Senior Center report.

7) LIBRARY REPORT

There was no report.

8) VILLAGE POINT BAYFRONT PROPERTIES REPORT

There was no report.

9) FACILITIES REPORT

Ronnie Huskey gave the Facilities Report.

10) OLD BUSINESS

11) NEW BUSINESS

Kellie Reid presented the resolution for the Donation of Property to the City of Daphne for the Fire Training Facility.

MOTION by Councilman Goodlin to recommend to Council to approve the Resolution for the Donation of Property for the Fire Training Facility. Seconded by Councilwoman Conaway. MOTION CARRIED UNANIMOUSLY.

12) ANY OTHER BUILDINGS AND PROPERTY BUSINESS

Councilman Hughes asked about the Bayfront Project. Councilman Coleman gave an update.

13) NEXT MEETING

The next meeting is scheduled for Monday, September 11, 2023 at 5:15 p.m.

14) ADJOURN

There being no further business to discuss, the Council adjourned at 5:46pm.

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023) FOR CITY OF DAPHNE

Building Permit (Residential)

Work Class New Construction (Residential)

BLDR-015764-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	362 Ridgewood Dr
Status: Issued	Workclass: New Construction (Residential)	Project: Lake Forest	Parcel:	Daphne, AL 36526
Application Date: 08/03/2023	Issue Date: 09/08/2023	Expiration: 03/06/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$327,053.07	Fee Total: \$1,740.00	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 266955	Number of Stories: 0	Heated and Cooled Square Feet: 1595	Non-Heated and Cooled Square Feet: 904	Non-Heated and Cooled Valuation: 60097.9
IRC Residential Building Code Year: 2018	Subdivision: LAKE FOREST	Subdivison Unit or Phase: 19	Lot Number: 6	Zoned: R-3
Watershed: Tiawasee				

Description: Lot 6 Unit 19 Lake Forest

Contractor: Benchmark Homes Group LLC 1290 Main Street Daphne, AL 36526 251-473-8600 bobby@brickhome.net

BLDR-015976-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	10922 Secretariat Blvd
Status: Issued	Workclass: New Construction (Residential)	Project: Jubilee Farms Phase 7	Parcel:	Daphne, AL
Application Date: 09/05/2023	Issue Date: 09/06/2023	Expiration: 03/25/2024	Last Inspection: 09/25/2023	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$447,886.20	Fee Total: \$2,558.48	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 422442	Number of Stories: 0	Heated and Cooled Square Feet: 2524	Non-Heated and Cooled Square Feet: 834	Non-Heated and Cooled Valuation: 55444.3
IRC Residential Building Code Year: 2018	Subdivision: J/F	Subdivison Unit or Phase: 7	Lot Number: 378	Zoned: PUD
Flood Zone: X				

Description: LOT 378 PH 7 JUBILEE FARMS

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016004-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	10961 Secretariat Blvd
Status: Issued	Workclass: New Construction (Residential)	Project: Jubilee Farms Phase 7	Parcel:	Daphne, AL 36526
Application Date: 09/06/2023	Issue Date: 09/07/2023	Expiration: 03/05/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$456,752.85	Fee Total: \$2,450.59	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 409220	Number of Stories: 0	Heated and Cooled Square Feet: 2445	Non-Heated and Cooled Square Feet: 715	Non-Heated and Cooled Valuation: 47533.2

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: JUBILEE FARMS
Subdivison Unit or Phase: 7
Lot Number: 384
Zoned: PUD
Watershed: Fly Creek
Flood Zone: X

Description: LOT 384 PHASE 7 JUBILEE FARMS

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016017-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: Jubilee Farms Phase 7
Main Address: 10913 Secretariat Blvd
Parcel: Daphne, AL 36526
Application Date: 09/06/2023
Issue Date: 09/07/2023
Expiration: 03/05/2024
Last Inspection:
Fee Total: \$2,337.56
Zone:
Sq Ft: 0
Valuation: \$434,619.27
Finale Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 390809
Number of Stories: 0
Heated and Cooled Square Feet: 2335
Non-Heated and Cooled Square Feet: 659
Non-Heated and Cooled Valuation: 43810.3

IRC Residential Building Code Year: 2018
Subdivision: JUBILEE FARMS
Subdivison Unit or Phase: 7
Lot Number: 326
Zoned: PUD
Watershed: Fly Creek
Flood Zone: X

Description: LOT 326 PHASE 7 JUBILEE FARMS

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016042-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: FRENCH SETTLEMENT PHASE
Main Address: 8579 Rosedown Ln
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/08/2023
Expiration: 03/06/2024
Last Inspection:
Fee Total: \$1,947.11
Zone:
Sq Ft: 0
Valuation: \$358,894.53
Finale Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 314153
Number of Stories: 0
Heated and Cooled Square Feet: 1877
Non-Heated and Cooled Square Feet: 673
Non-Heated and Cooled Valuation: 44741

IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4 B
Lot Number: 62
Zoned: R6G
Watershed: Tiawasee
Flood Zone: X

Description: LOT 62 FRENCH SETTLEMENT

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016043-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: FRENCH SETTLEMENT PHASE
Main Address: 8514 Rosedown Ln
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/08/2023
Expiration: 03/06/2024
Last Inspection:
Fee Total: \$1,849.50
Zone:
Sq Ft: 0
Valuation: \$339,328.62
Finale Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 296914
Number of Stories: 0
Heated and Cooled Square Feet: 1774
Non-Heated and Cooled Square Feet: 638
Non-Heated and Cooled Valuation: 42414.2

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018 **Subdivision:** FRENCH SETTLEMENT **Subdivison Unit or Phase:** 4B **Lot Number:** 34 **Zoned:** R6G
Watershed: Tiawasee **Flood Zone:** x

Description: LOT #34 FRENCH SETTLEMENT PH 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016044-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8525 Rosedown Ln
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/08/2023	Issue Date: 09/08/2023	Expiration: 03/06/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$338,131.98	Fee Total: \$1,844.36	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 296914	Number of Stories: 0	Heated and Cooled Square Feet: 1774	Non-Heated and Cooled Square Feet: 620	Non-Heated and Cooled Valuation: 41217.6
IRC Residential Building Code Year: 2018	Subdivision: French Settlement	Subdivison Unit or Phase: 4 B	Lot Number: 53	Watershed: Tiawasee
Flood Zone: x				

Description: Lot # 53 French Settlement

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016045-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8502 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/08/2023	Issue Date: 09/08/2023	Expiration: 03/06/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741
IRC Residential Building Code Year: 2018	Subdivision: FRENCH SETTLEMENT	Subdivison Unit or Phase: 4B	Lot Number: 36	Watershed: Tiawasee
Flood Zone: x				

Description: LOT #36 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016046-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8567 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: French Settlement Phase 4	Parcel:	Daphne, AL 36526
Application Date: 09/08/2023	Issue Date: 09/08/2023	Expiration: 03/06/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4
Lot Number: 60
Zoned: R6G
Watershed: Tiawasee
Flood Zone: X

Description: LOT 60 FRENCH SETTLEMENT PH 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016047-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: FRENCH SETTLEMENT PHASE
Main Address: 8561 Rosedown Lane
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/08/2023
Expiration: 03/06/2024
Last Inspection:
Zone:
Sq Ft: 0
Valuation: \$359,866.68
Fee Total: \$1,952.25
Finalized Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 315325
Number of Stories: 0
Heated and Cooled Square Feet: 1884
Non-Heated and Cooled Square Feet: 670
Non-Heated and Cooled Valuation: 44541.6

IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4
Lot Number: 59
Zoned: R6G
Watershed: Tiawasee
Flood Zone: X

Description: LOT 59 FRENCH SETTLEMENT PH 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016048-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: French Settlement Phase 4
Main Address: 8555 Rosedown Lane
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/08/2023
Expiration: 03/06/2024
Last Inspection:
Zone:
Sq Ft: 0
Valuation: \$338,131.98
Fee Total: \$1,844.36
Finalized Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 296914
Number of Stories: 0
Heated and Cooled Square Feet: 1774
Non-Heated and Cooled Square Feet: 620
Non-Heated and Cooled Valuation: 41217.6

IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4
Lot Number: 58
Zoned: R6G
Watershed: Tiawasee
Flood Zone: X

Description: LOT 58 FRENCH SETTLEMENT PH 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016067-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: Reserve at Daphne Phase 2
Main Address: 11290 Elemis Drive
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/11/2023
Expiration: 03/25/2024
Last Inspection: 09/27/2023
Zone:
Sq Ft: 0
Valuation: \$331,616.94
Fee Total: \$1,808.40
Finalized Date:
Assigned To:
Additional Info:

Heated and Cooled Valuation: 296914
Number of Stories: 0
Heated and Cooled Square Feet: 1774
Non-Heated and Cooled Square Feet: 522
Non-Heated and Cooled Valuation: 34702.6

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: Reserve at Daphne
Subdivison Unit or Phase: 2
Lot Number: 149
Watershed: Fish River
Flood Zone: x

Description: Lot #149 Reserve at Daphne

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016068-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: Reserve at Daphne Phase 2
Main Address: 11314 Elemis Drive
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/11/2023
Expiration: 03/25/2024
Last Inspection: 09/26/2023
Zone:
Sq Ft: 0
Valuation: \$390,670.74
Fee Total: \$2,162.89
Additional Info:
Heated and Cooled Valuation: 337753
Number of Stories: 0
Heated and Cooled Square Feet: 2018
Non-Heated and Cooled Square Feet: 796
Non-Heated and Cooled Valuation: 52918.1
Assigned To:
Watershed: Fish River

IRC Residential Building Code Year: 2018
Subdivision: Reserve at Daphne
Subdivison Unit or Phase: 2
Lot Number: 147
Watershed: Fish River
Flood Zone: x

Description: Lot 147 Reserve at Daphne

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016069-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: FRENCH SETTLEMENT PHASE
Main Address: 8526 Rosedown Lane
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/11/2023
Expiration: 03/11/2024
Last Inspection:
Zone:
Sq Ft: 0
Valuation: \$354,378.57
Fee Total: \$1,926.56
Additional Info:
Heated and Cooled Valuation: 314823
Number of Stories: 0
Heated and Cooled Square Feet: 1881
Non-Heated and Cooled Square Feet: 595
Non-Heated and Cooled Valuation: 39555.6
Assigned To:
Watershed: Tiawasee

IRC Residential Building Code Year: 2018
Subdivision: French Settlement
Subdivison Unit or Phase: 4B
Lot Number: 32
Watershed: Tiawasee
Flood Zone: x

Description: Lot #32 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016070-2023
Status: Issued
Type: Building Permit (Residential)
Workclass: New Construction (Residential)
District: N/A
Project: FRENCH SETTLEMENT PHASE
Main Address: 8501 Rosedown Lane
Parcel: Daphne, AL 36526
Application Date: 09/08/2023
Issue Date: 09/11/2023
Expiration: 03/11/2024
Last Inspection:
Zone:
Sq Ft: 0
Valuation: \$338,131.98
Fee Total: \$1,844.36
Additional Info:
Heated and Cooled Valuation: 296914
Number of Stories: 0
Heated and Cooled Square Feet: 1774
Non-Heated and Cooled Square Feet: 620
Non-Heated and Cooled Valuation: 41217.6
Assigned To:

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018 **Subdivision:** FRENCH SETTLEMENT **Subdivison Unit or Phase:** 4B **Lot Number:** 49 **Watershed:** Tiawasee
Flood Zone: x

Description: LOT #49 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016071-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8513 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL
Application Date: 09/08/2023	Issue Date: 09/11/2023	Expiration: 03/11/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$359,866.68	Fee Total: \$1,952.25	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 315325	Number of Stories: 0	Heated and Cooled Square Feet: 1884	Non-Heated and Cooled Square Feet: 670	Non-Heated and Cooled Valuation: 44541.6

IRC Residential Building Code Year: 2018 **Subdivision:** FRENCH SETTLEMENT **Subdivison Unit or Phase:** 4B **Lot Number:** 51 **Watershed:** Tiawasee
Flood Zone: x

Description: LOT #51 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016072-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8538 Rosedown Ln
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/08/2023	Issue Date: 09/11/2023	Expiration: 03/11/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741

IRC Residential Building Code Year: 2018 **Subdivision:** French Settlement **Subdivison Unit or Phase:** 4B **Lot Number:** 30 **Watershed:** Tiawasee
Flood Zone: x

Description: Lot #30 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016073-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8532 Rosedown Ln
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/08/2023	Issue Date: 09/11/2023	Expiration: 03/11/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$359,866.68	Fee Total: \$1,952.25	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 315325	Number of Stories: 0	Heated and Cooled Square Feet: 1884	Non-Heated and Cooled Square Feet: 670	Non-Heated and Cooled Valuation: 44541.6

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: French Settlement
Subdivison Unit or Phase: 4B
Lot Number: 31
Watershed: Tiawasee
Flood Zone: x

Description: Lot #31 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016104-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8543 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: French Settlement Phase 4	Parcel:	Daphne, AL 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/18/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$354,415.32	Fee Total: \$1,926.56	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 315325	Number of Stories: 0	Heated and Cooled Square Feet: 1884	Non-Heated and Cooled Square Feet: 588	Non-Heated and Cooled Valuation: 39090.2
IRC Residential Building Code Year: 2018	Subdivision: FRENCH SETTLEMENT	Subdivison Unit or Phase: 4B	Lot Number: 56	Zoned: R6-G
Watershed: Tiawasee	Flood Zone: X			

Description: LOT 56 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016105-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8519 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/18/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741
IRC Residential Building Code Year: 2018	Subdivision: FRENCH SETTLEMENT	Subdivison Unit or Phase: 4B	Lot Number: 52	Watershed: Tiawasee
Flood Zone: x				

Description: LOT #52 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016106-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8520 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/18/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$354,415.32	Fee Total: \$1,926.56	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 315325	Number of Stories: 0	Heated and Cooled Square Feet: 1884	Non-Heated and Cooled Square Feet: 588	Non-Heated and Cooled Valuation: 39090.2

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: French Settlement
Subdivison Unit or Phase: 4B
Lot Number: 33
Watershed: Tiawasee
Flood Zone: x

Description: Lot #33 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016107-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8507 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: FRENCH SETTLEMENT PHASE	Parcel:	Daphne, AL 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/18/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$354,378.57	Fee Total: \$1,926.56	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 314823	Number of Stories: 0	Heated and Cooled Square Feet: 1881	Non-Heated and Cooled Square Feet: 595	Non-Heated and Cooled Valuation: 39555.6

IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4B
Lot Number: 50
Watershed: Tiawasee
Flood Zone: x

Description: LOT #50 FRENCH SETTLEMENT PHASE 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016108-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8550 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project:	Parcel:	Daphne, AL 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/18/2024	Last Inspection: 09/26/2023	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$359,866.68	Fee Total: \$1,952.25	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 315325	Number of Stories: 0	Heated and Cooled Square Feet: 1884	Non-Heated and Cooled Square Feet: 670	Non-Heated and Cooled Valuation: 44541.6

IRC Residential Building Code Year: 2018
Subdivision: French Settlement
Subdivison Unit or Phase: 4B
Lot Number: 28
Watershed: Tiawasee
Flood Zone: x

Description: Lot #28 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016109-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	11278 Elemis Drive
Status: Issued	Workclass: New Construction (Residential)	Project: Reserve at Daphne Phase 2	Parcel:	Daphne 36526
Application Date: 09/15/2023	Issue Date: 09/19/2023	Expiration: 03/19/2024	Last Inspection: 09/21/2023	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$334,475.58	Fee Total: \$1,823.81	Assigned To:
Additional Info:				
Heated and Cooled Valuation: 296914	Number of Stories: 0	Heated and Cooled Square Feet: 1774	Non-Heated and Cooled Square Feet: 565	Non-Heated and Cooled Valuation: 37561.2

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018		Subdivision: Reserve at Daphne	Subdivison Unit or Phase: 2	Lot Number: 150	Watershed: Fish River
Flood Zone: x		Other Information: 0.00			
Description: LOT #150 RESERVE AT DAPHNE					
Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com					
BLDR-016117-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	104 Timberline Ct	
Status: Issued	Workclass: New Construction (Residential)	Project: Lake Forest	Parcel:	Daphne, AL 36526	
Application Date: 09/19/2023	Issue Date: 09/27/2023	Expiration: 03/25/2024	Last Inspection:	Finalized Date:	
Zone:	Sq Ft: 0	Valuation: \$376,498.38	Fee Total: \$2,085.00	Assigned To:	
Additional Info:					
Heated and Cooled Valuation: 316999	Number of Stories: 0	Heated and Cooled Square Feet: 1894	Non-Heated and Cooled Square Feet: 895	Non-Heated and Cooled Valuation: 59499.6	
IRC Residential Building Code Year: 2018	Subdivision: LAKE FOREST	Subdivison Unit or Phase: 29	Lot Number: 12	Watershed: Tiawasee	
Flood Zone: X					
Description: LOT 12 PHASE 29 LAKE FOREST					
Contractor: PICKERING BUILDING & RENOVATIONS LLC PO BOX 1961 FAIRHOPE, AL 36533 jjpickering54@gmail.com					
BLDR-016136-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	11302 Elemis Drive	
Status: Issued	Workclass: New Construction (Residential)	Project: Reserve at Daphne Phase 2	Parcel:	Daphne, AL 36526	
Application Date: 09/21/2023	Issue Date: 09/21/2023	Expiration: 03/25/2024	Last Inspection: 09/25/2023	Finalized Date:	
Zone:	Sq Ft: 0	Valuation: \$338,730.30	Fee Total: \$1,844.36	Assigned To:	
Additional Info:					
Heated and Cooled Valuation: 296914	Number of Stories: 0	Heated and Cooled Square Feet: 1774	Non-Heated and Cooled Square Feet: 629	Non-Heated and Cooled Valuation: 41815.9	
IRC Residential Building Code Year: 2018	Subdivision: RESERVE AT DAPHNE	Subdivison Unit or Phase: 2	Lot Number: 148	Watershed: Fish River	
Flood Zone: x					
Description: RESERVE AT DAPHNE LOT 148 PH 2					
Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com					
BLDR-016137-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8556 Rosedown Lane	
Status: Issued	Workclass: New Construction (Residential)	Project: French Settlement Phase 4	Parcel:	Daphne, AL 36526	
Application Date: 09/21/2023	Issue Date: 09/21/2023	Expiration: 03/19/2024	Last Inspection:	Finalized Date:	
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:	
Additional Info:					
Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741	

PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018
Subdivision: French Settlement
Subdivison Unit or Phase: 4B
Lot Number: 27
Watershed: Tiawasee
Flood Zone: x

Description: Lot #27 French Settlement Phase 4B

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016138-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8531 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: French Settlement Phase 4	Parcel:	Daphne, AL 36526
Application Date: 09/21/2023	Issue Date: 09/21/2023	Expiration: 03/19/2024	Last Inspection: 09/26/2023	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$358,894.53	Fee Total: \$1,947.11	Assigned To:
Additional Info:				

Heated and Cooled Valuation: 314153	Number of Stories: 0	Heated and Cooled Square Feet: 1877	Non-Heated and Cooled Square Feet: 673	Non-Heated and Cooled Valuation: 44741
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IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4B
Lot Number: 54
Watershed: Tiawasee
Flood Zone: X

Description: LOT 54 FRENCH SETTLEMENT

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016139-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	8549 Rosedown Lane
Status: Issued	Workclass: New Construction (Residential)	Project: French Settlement Phase 4	Parcel:	Daphne, AL 36526
Application Date: 09/21/2023	Issue Date: 09/21/2023	Expiration: 03/19/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$354,378.57	Fee Total: \$1,926.56	Assigned To:
Additional Info:				

Heated and Cooled Valuation: 314823	Number of Stories: 0	Heated and Cooled Square Feet: 1881	Non-Heated and Cooled Square Feet: 595	Non-Heated and Cooled Valuation: 39555.6
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IRC Residential Building Code Year: 2018
Subdivision: FRENCH SETTLEMENT
Subdivison Unit or Phase: 4B
Lot Number: 57
Watershed: Tiawasee
Flood Zone: X
Zoned: R6-G

Description: LOT 57 FRENCH SETTLEMENT

Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com

BLDR-016141-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	10985 Secretariat Blvd
Status: Issued	Workclass: New Construction (Residential)	Project: Jubilee Farms Phase 7	Parcel:	Daphne, AL 36526
Application Date: 09/21/2023	Issue Date: 09/22/2023	Expiration: 03/20/2024	Last Inspection:	Finalized Date:
Zone:	Sq Ft: 0	Valuation: \$496,357.74	Fee Total: \$2,756.09	Assigned To:
Additional Info:				

Heated and Cooled Valuation: 449556	Number of Stories: 0	Heated and Cooled Square Feet: 2686	Non-Heated and Cooled Square Feet: 704	Non-Heated and Cooled Valuation: 46801.9
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PERMITS ISSUED BY (09/01/2023 TO 09/30/2023)

IRC Residential Building Code Year: 2018		Subdivision: JUBILEE FARMS	Subdivison Unit or Phase: 7	Lot Number: 387	Zoned: PUD
Watershed: Fly Creek		Flood Zone: X			
Description: LOT 387 PHASE 7 JUBILEE FARMS					
Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com					
BLDR-016142-2023	Type: Building Permit (Residential)	District: N/A	Main Address:	10977 Secretariat Blvd	
Status: Issued	Workclass: New Construction (Residential)	Project: Jubilee Farms Phase 7	Parcel:	Daphne, AL 36526	
Application Date: 09/21/2023	Issue Date: 09/22/2023	Expiration: 03/20/2024	Last Inspection:	Finalized Date:	
Zone:	Sq Ft: 0	Valuation: \$524,752.14	Fee Total: \$2,899.94	Assigned To:	
Additional Info:					
Heated and Cooled Valuation: 469640	Number of Stories: 0	Heated and Cooled Square Feet: 2806	Non-Heated and Cooled Square Feet: 829	Non-Heated and Cooled Valuation: 55111.9	
IRC Residential Building Code Year: 2018	Subdivision: JUBILEE FARMS	Subdivison Unit or Phase: 7	Lot Number: 386	Zoned: PUD	
Watershed: Fly Creek		Flood Zone: X			
Description: LOT 386 PHASE 7 JUBILEE FARMS					
Contractor: D R HORTON 25366 PROFIT DR DAPHNE, AL 36526 251-316-5429 Drhortoninspections@drhorton.com					
Value total for Work Class New Construction (Residential): \$11,536,832.55			Fee total for Work Class New Construction (Residential): \$62,921.27		
alue total for Permit Type Building Permit (Residential): \$11,536,832.55				PERMITS ISSUED for Permit Type: 31	
GRAND TOTAL VALUE: \$11,536,832.55		GRAND TOTAL FEES: \$62,921.27		GRAND TOTAL OF PERMITS: 31	

* Indicates active hold(s) on this permit

October 10, 2023
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.

1. CALL TO ORDER:

There being a quorum present, Councilman Hughes called the meeting to order at 4:30pm.

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Council President Angie Phillips, Councilwoman Tommie Conaway, Councilmen Steve Olen, Joel Coleman, Ron Scott, Benjamin Hughes and Councilman Goodlin.

ABSENT:

Also Present: Mayor LeJeune, Jay Ross, City Attorney; Patrick Dungan, City Development; Chief Tacon Fire Department; Chief Gulsby, Police Department; Recoding Secretary, Christina Brazell.

3. PUBLIC PARTICIPATION:

None.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes from September 11, 2023 Public Safety meeting were approved as presented.

5. POLICE DEPARTMENT

Old Business:

New Business: Chief Gulsby; three Alabama certified Officers being sworn in on October 19th.

Also, we have some of the supervisors and command staff being trained at the FBI Law Enforcement Executive Development Academy.

There is a Halloween event planned in Daphmont on the 31st that we are participating in. (Tent or Treat).

Councilwoman Conaway, discussed speeders on County Rd 64 near Baldwin Bone & Joint.

Councilman Scott, discussion concerning State Hwy 181(traffic light) near Corte Rd. (AL DOT to be contacted regarding the update on this project.)

6. FIRE DEPARTMENT:

Old Business:

New Business: Chief Tacon; brought newly promoted Battalion Chief, Lamar Green.

Discussed last month's stats. All ride in's by the Fire Department were justified. Newmans ambulance has opened up in Daphne, just for non-emergency, emergencies if requested. Newmans assisted recently on a call on Friendship Rd. due to a delayed (20 minute) response from Medstar.

Meeting with Medstar/911 scheduled for next week with other municipalities regarding medical service.

Discussion: Ambulance service MOU's, subsidies, city's own ambulance, as well as the current average response time of Daphne's Fire Department.

October 10, 2023
PUBLIC SAFETY MEETING MINUTES
1705 MAIN STREET
DAPHNE, AL
4:30 P.M.

7. OTHER BUSINESS:

Pedestrian Crossing Signal/Lights have been ordered by the City near the Diamante Subdivision, as well as Sehoy Subdivision.

Adjournment: 5:07p.m

INTERGOVERNMENTAL ROADWAY CONSTRUCTION AGREEMENT

This INTERGOVERNMENTAL ROADWAY CONSTRUCTION AGREEMENT (this “Agreement”) is made and entered into this the ____ day of _____, 2023 (the “Effective Date”), by and among the Baldwin County Commission (the “County”) and the City of Daphne (the “City”), these individual entities collectively referred to herein as the “Parties”.

RECITALS

WHEREAS, the County is the duly formed governing body in and for Baldwin County, Alabama, and the City is an incorporated municipality of the State of Alabama; and

WHEREAS, the County and the City are authorized under Alabama law to control, manage, supervise, regulate, repair, maintain, and improve certain public roads or rights-of-way inside their respective jurisdictions; and

WHEREAS, the Parties have determined that certain roadway and intersection improvements including a roundabout to connect CR 13, starting at its intersection with Milton Jones Road, westward approximately 2,640 linear feet to Friendship Road, ending at its intersection with Jonesboro Road, as depicted on Exhibit A hereto (the “Project”), are necessary to (i) improve road access for the citizens and residents of the City and the County, and (ii) promote the convenience, order, prosperity and welfare of the citizens and residents of the City and the County; and

WHEREAS, the Parties wish to set forth their mutual agreements and understandings regarding the funding and construction of such improvements.

NOW THEREFORE, in consideration of the respective promises and covenants contained herein and for other good and valuable consideration, the receipt, adequacy, and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **The Project.**

(a) The City’s Obligations. The City shall contribute Five Hundred Thousand and No/100 Dollars (\$500,000) (the “City Contribution”) toward the total costs, fees and expenses of the Project, including all costs incurred for right-of-way, design, utility relocations, permitting, construction and CE&I. The City agrees to construct or cause to be constructed, subject to any plan alterations deemed necessary by the City, the Project to the satisfaction of the City within thirty (30) months of the Effective Date, subject to environmental permitting and any extension mutually agreed to by the Parties. The City agrees to utilize City employee time and resources to facilitate designing the Project, coordinating utility relocations, and facilitating the CE&I required to construct the Project. The City agrees that it shall let the Project out for public bid, annex the right-of-way containing the Project into the corporate limits, and assume maintenance of the Project after the completion of construction.

(b) The County’s Obligations. The County shall tender payment to the City in an amount up to Two Million, Eight Hundred Thousand and No/100 Dollars (\$2,800,000) (the

“County Contribution”) to be applied toward the total costs, fees and expenses of the Project, including all costs incurred for design, utility relocations, right-of-way acquisitions, permitting, construction and CE&I. The County agrees to utilize County employee time and resources to facilitate any and all right-of-way acquisition required for the construction of the Project, and to convey all real property acquired for such purposes to the City prior to commencement of construction of the Project. All costs incurred by the County for right-of-way acquisition related to the Project shall be credited toward the County Contribution. The County shall make payments to the City as follows:

- i. The remaining amount above the City Contribution of the combined total of the engineering design contract and construction contract for the Project, up to the County Contribution, within thirty (30) days following receipt of an invoice from the City and the execution by the City of the construction contract.

(c) Excess Costs. If the total costs, fees and expenses of the Project, including all costs incurred for design, utility relocations, right-of-way acquisitions, permitting and CE&I, exceed the sum of the City Contribution and the County Contribution, the City shall provide the additional funding required to cover such excess costs to complete the Project, not to exceed Two Hundred Thousand and No/100 Dollars (\$200,000) (the “Excess City Contribution”).

(d) Availability of Funds.

- i. Notwithstanding the foregoing, if the total cost of the engineering design contract for the Project exceeds \$100,000.00, the City shall have no obligation to enter into such contract, the City shall have no obligation to construct the Project, and the County shall have no obligation to provide the County Contribution.
- ii. Notwithstanding the foregoing, if the County Contribution is not made available to the City, the City shall have no obligation to construct the Project.
- iii. Notwithstanding the foregoing, if all responsive and responsible bids received by the City for the Project exceed the sum of the City Contribution, the County Contribution, and the Excess City Contribution, less the costs incurred or to be incurred for design, utility relocations, right-of-way acquisitions, permitting and CE&I, the City shall have no obligation to construct the Project and shall return any unspent County funds to the County.

2. Representations.

(a) Representations of the City. The City represents and covenants as follows:

- i. The City has the full power and authority to enter into this Agreement and to carry out its respective obligations hereunder.

- ii. There is no action or proceeding pending or, insofar as the City knows, threatened against the City which could impact upon the City's right, power, and authority to enter into this Agreement or to otherwise carry out its obligations hereunder.
- iii. Each service provided by or for the City under this Agreement will be performed in compliance with applicable laws, rules, and regulations.

(b) Representations of the County. The County represents and covenants as follows:

- i. The County has the full power and authority to enter into this Agreement and to carry out its respective obligations hereunder.
- ii. There is no action or proceeding pending or, insofar as the County knows, threatened against the County which could impact upon the County's right, power, and authority to enter into this Agreement or to otherwise carry out its obligations hereunder.
- iii. Each service provided by or for the County under this Agreement will be performed in compliance with applicable laws, rules, and regulations.

3. **Term.** The term of this Agreement shall commence on the Effective Date and shall continue in full force and effect until terminated by mutual agreement of the Parties or until the last of the obligations hereunder has expired.

4. **Relationship of the Parties.** In making and performing this Agreement, the Parties are acting and shall act as independent contractors. Neither the City, nor the County is, nor will either be deemed to be, an agent, legal representative, joint venturer, or partner of the other for any purpose. Except as expressly permitted hereunder, neither the City, nor the County will be entitled to (a) enter into any contracts in the name of or on behalf of the other, (b) pledge the credit of the other in any way or hold itself or themselves out as having authority to do so, or (c) make commitments or incur any charges or expenses for or in the name of the other. Neither the City's personnel nor the County's personnel are, nor shall they be deemed to be at any time during the term of this Agreement, employees of the other. Except as specifically set forth above with respect to the costs, fees or expenses of the respective Project, each Party shall each be responsible for its own costs incurred, whether internally or for its outside legal counsel, consultants and advisors, in conjunction with this Agreement.

5. **Force Majeure.** No Party shall be liable for any default or delay in performance of its obligations hereunder, to the extent such default or delay is attributable to events beyond the reasonable control of such Party, including without limitation acts of God, acts of public enemies, epidemics, floods, fires, strikes or other serious labor disputes, civil disturbances, and earthquake conditions; provided, however, that the Party subject to any such event shall use its commercially reasonable efforts to overcome the event as soon as is reasonably practicable and to continue its performance as required hereunder. Performance times shall be considered extended for a period of time equivalent to the time lost due to such an event.

6. **Assignment.** This Agreement may not be assigned by any Party without the prior written consent of the other Party, and any attempt to make such assignment shall be null and void.

7. **Binding Effect.** This Agreement and all terms, provisions and obligations set forth herein shall be binding upon and inure to the benefit of the Parties and each of their respective successors and permitted assigns.

8. **Further Assurances.** The Parties shall take, and shall cause their respective affiliates to take, all appropriate action and execute or cause to be executed all documents of any kind which may be reasonably necessary or advisable to carry out any of the provisions hereof.

9. **Amendment.** No amendment, modification, or supplement of any provision of this Agreement or any exhibit hereto will be valid or effective unless made in writing and signed by the duly authorized representatives of the Parties.

10. **Governing Law.** This Agreement shall be governed by and performed in accordance with the laws of the State of Alabama. The Parties agree that venue concerning any dispute regarding the terms or enforcement of this Agreement shall only be in the State Courts of Alabama in Baldwin County.

11. **Severability.** Any of the provisions of this Agreement determined to be invalid or unenforceable shall be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining provisions hereof or affecting the validity or enforceability of any of the provisions of this Agreement.

12. **Negotiated Agreement.** The Parties each hereby acknowledge that the terms and language of this Agreement were the result of negotiations among the Parties and, as a result, there shall be no presumption that any ambiguities in this Agreement shall be resolved against any particular Party. Any controversy over construction of this Agreement shall be decided without regard to events of authorship or negotiation.

13. **Counterparts; Electronic Signature.** This Agreement may be executed in any number of counterparts, each of which shall be considered an original and all of which together shall constitute one and the same instrument. Transmission of images of signed signature pages by facsimile, email or other electronic means shall have the same effect as the delivery of manually signed documents.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first above written.

[Remainder of Page Intentionally Left Blank]

[Signature Pages to Follow]

[Signature Page to Intergovernmental Roadway Construction Agreement]

**BALDWIN COUNTY COMMISSION,
BALDWIN COUNTY, ALABAMA**

By: _____
Billie Jo Underwood, Chairman
Baldwin County Commission

ATTEST: _____
Roger H. Rendleman
County Administrator

[Signature Page to Intergovernmental Roadway Construction Agreement]

CITY OF DAPHNE, ALABAMA

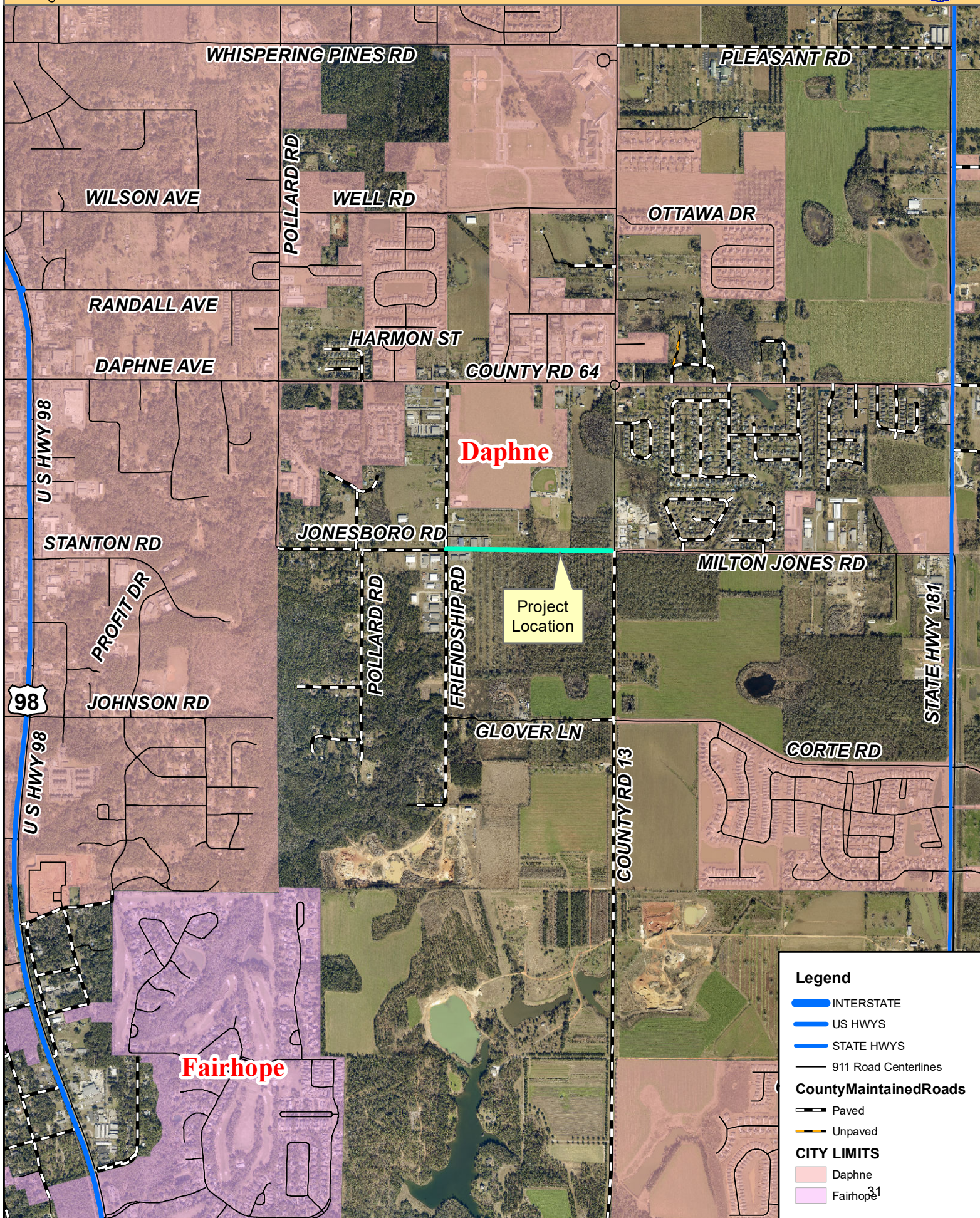
By: _____
Robin LeJeune, Mayor

ATTEST: _____
Candace G. Antinarella, CMC, City Clerk



Exhibit A

Extend Milton Jones Rd from CR-13 to Friendship Road



**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: October 30, 2023
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development 
SUBJECT: Planning Commission Minutes and Report

Attached please find a copy of the approved minutes for the City of Daphne Planning Commission regular meeting of the September 28, 2023 and the report of the regular meeting of October 26, 2023 for placement on the November 6, 2023 City Council agenda for review.

Should you have any questions or comments in this regard, please do not hesitate to call.

ADJ/jv

**The City of Daphne
Planning Commission Minutes
Regular Meeting of September 28, 2023
Council Chamber, City Hall - 5:00 P.M.**

Call to Order:

The Chairman called the regular meeting of the City of Daphne Planning Commission to order at 5:03 p.m. The number of members present constitutes a quorum.

Call of Roll:

Members Present:

Kevin Spriggs, Secretary
Adam Manning
Richard Johnson
John Peterson, Vice Chairman
Ronnie Huskey
Andrew Prescott, Chairman
Steve Olen
Nathan Jones

Staff Present:

Natasha Miles, Planner
Jan Vallecillo, Planning Coordinator
Patrick Dungan, Attorney
Troy Strunk, Executive Director, City Development
Joshua Newman, City Engineer
Jesi Ward, Environmental Programs Manager

The Chairman asked for input regarding the August 24, 2023 regular meeting minutes presented by staff. There being none, minutes stand approved as submitted.

Chairman called for the next order of business: Master Plan Revision, Modification to the Wetland Buffer, Preliminary/Final Review for Oak Grove Estates and Preliminary Plat Review for Oak Grove Estates, Phase One, a Resubdivision of Lot 1.

An introductory presentation was given by the agent, Jason Wooten. He provided an overview of the master plan revision, modification to the wetland buffer and proposed subdivisions as presented on the meeting agenda. He stated that the master plan consists of one hundred and two residential lots with nine estate size lots along Pollard Road, ninety-nine smaller future lots on forty-one point three-nine acres to the east of the parcel with access to Daintree Court and Stratford Glen Drive, the remainder of the property is mainly wetlands, and there is a strip of land for a future access. Applicant also is presenting a preliminary/final plat to split the property into three lots and a preliminary plat of phase one, a twenty-two point six-two acre parcel located on the east side of Pollard Road north of Creekside Subdivision.

Mr. Wooten stated the City Engineer comments were addressed, but Environmental Programs Manager discourages the proposed encroachment into the wetlands and advised that Phase 2 must connect to that system.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of September 28, 2023
Council Chamber, City Hall - 5:00 P.M.**

Chairman outlined that this development consists of the consideration of a one hundred and eight lot, two-phased residential subdivision, proposed crossing and/or road connection from Phase 2 to Pollard Road as outlined in current comprehensive plan for connectivity, and future improvements to include the installation of a turn lane.

Mr. Johnson said this is an opportunity to provide a connection to the right-of-way from Pollard Road to the northernmost street in phase two of this development in the future for residential and construction traffic.

Mr. Spriggs stated the construction of a road and bridge to cross the wetlands is an unreasonable requirement for the development of a ninety-nine lot subdivision and advised that the connection to gravity sewer would be a public benefit.

Mr. Olen suggested with the allowance of a wetland modification, that there should be conditions imposed that protect the city from negative impacts. Additionally, he referred to staff's recommendation to grant approval conditioned upon the installation of a road connection to align with the objectives of the current comprehensive plan.

Mr. Wooten responded that placement of that condition on Phase 2 would condemn the eastern portion of this property.

Hearing no further comments from the Commissioners, the Chairman called for a motion for the associated applications.

A motion was made by Mr. Olen and seconded by Mr. Peterson to approve the master plan revision for Oak Grove Estates conditioned upon the installation of the road connection to Pollard Road by the developer as a part of the development of Phase 2 or any sub-phase of Phase 2. There was no discussion. The motion carried. Mr. Spriggs dissented.

A motion was made by Mr. Olen and seconded by Mr. Manning to approve the modification to the wetland buffer conditioned upon the presentation of a bond in the amount of one hundred and fifty thousand dollars and the contractor performing the work in the wetlands buffer and/or the wetlands shall carry errors and omissions insurance at a minimum coverage in the amount of one million dollars. There was no discussion on the motion. The motion carried unanimously.

A motion was made by Mr. Johnson and seconded by Mr. Huskey to approve Oak Grove Estates preliminary/final subdivision plat. There was no discussion. The motion carried unanimously.

A motion was made by Mr. Johnson and seconded by Mr. Spriggs to approve Oak Grove Estates, Phase 1, a Resubdivision of Lot 1 preliminary subdivision plat. There was no discussion. The motion carried. Mr. Olen dissented.

Chairman called for the next order of business: A Renovation and Addition to the Daphne Justice Center Site Plan.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of September 28, 2023
Council Chamber, City Hall - 5:00 P.M.**

An introductory presentation was given by the agent, Kyle Strachan. He summarized the proposed site plan as presented on the meeting agenda.

Chairman referred to staff comments. Staff advised that all comments have been addressed.

Mr. Johnson asked about the Lavender Lane road project and Mr. Newman indicated that the improvements would likely happen concurrently.

Hearing no further comments from the Commissioners, the Chairman called for a motion.

A motion was made by Mr. Peterson and seconded by Mr. Olen to approve a Renovation and Addition to the Daphne Justice Center site plan. There was no discussion on the motion. The Motion carried unanimously.

Chairman announced that Pollard Road Apartments has been withdrawn by the applicant.

Chairman called for the next order of business: Request for Sidewalk Exemption and Japonica Woods Preliminary/Final Review.

An introductory presentation was given by the agent, Hunter Smith, to summarize the proposed subdivision as presented on the meeting agenda.

The Chairman opened the floor for public hearing. The floor was closed after no one came forward to speak.

Hearing no further comments from the commissioners, the Chairman called for a motion.

A motion was made by Mr. Peterson and seconded by Mr. Huskey to approve the request for a sidewalk exemption.

A motion was made by Mr. Peterson and seconded by Mr. Huskey to approve Japonica Woods preliminary/final subdivision plat. There was no discussion. The motion carried unanimously.

Chairman called for the next order of business: 64 Pollard Preliminary/Final Review.

An introductory presentation was given by the agent, Hunter Smith. He summarized the proposed subdivision as presented on the meeting agenda. He advised the subdivision plat modification provided reflects the addition of a thirty-five foot wide cross access easement along the front, south and west property line.

Mr. Johnson asked about the construction of a service road due to the proposed improvement of County Road 64 and Pollard Road. Mr. Smith stated the subdivision will have two access points and details will be more defined once a site plan is submitted, but advised that the access drive along County Road 64 may be limited to a right in/right out only.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of September 28, 2023
Council Chamber, City Hall - 5:00 P.M.**

The Chairman opened the floor for public hearing. The floor was closed after no one came forward to speak.

Hearing no further comments from the commissioners, the Chairman called for a motion.

A motion was made by Mr. Huskey and seconded by Mr. Manning to approve 64 Pollard preliminary/final subdivision plat. There was no discussion. The motion carried unanimously.

Chairman called for the next order of business: Carillon Oaks Baldwin, LLC Pre-zoning and Annexation Requests.

An introductory presentation was given by the agent, Jessica Dill. She summarized the pre-zoning and annexation request as presented on the agenda. She stated that the facility is currently under construction in Baldwin County, and the proposed development consists of a memory care facility, adult day care and the future development of a physician's office on Alabama Highway 181.

The Chairman opened the floor for the public hearing.

Will Booker, 9847 Sommerset Drive, spoke in opposition and presented the concerns of the Sommerset POA outlined in correspondence provided by Kathy Dean requesting consideration of a fifty-foot buffer with vegetation and fence, minimally invasive lighting, address possible drainage issues, and ensure that dumpsters will not be placed against the fence on the north property line.

Chuck Blackmon, 9798 Sommerset Drive, spoke in opposition and echoed the POA's concerns.

Mr. Johnson commented the facility is currently under construction and approved by Baldwin County. He reminded all that the applicant is seeking annexation into the city; additionally, all future compliance requirements will be addressed at the time of site plan review.

The Chairman closed the floor to the public hearing and offered the agent the opportunity for rebuttal.

Mrs. Dill reiterated that this is an annexation request and that Carillon Oaks Baldwin wants to be a good neighbor and will be happy to work with the residents to address their concerns.

Hearing no further comments from the commissioners, the Chairman called for a motion.

A motion was made by Mr. Johnson and seconded by Mr. Olen to set forth a favorable recommendation to the City Council to pre-zone the subject property to B-2(a), General Business Alternate. There was no discussion. The motion carried unanimously.

**The City of Daphne
Planning Commission Minutes
Regular Meeting of September 28, 2023
Council Chamber, City Hall - 5:00 P.M.**

A motion was made by Mr. Olen and seconded by Mr. Johnson to set forth a favorable recommendation to the City Council to annex the subject property into the Daphne city limits. There was no discussion. The motion carried unanimously.

Chairman called for the next order of business: public participation.

The Chairman opened the floor for public participation. The floor was closed after no one came forward to speak.

Chairman called for the next order of business: attorney's report.

Mr. Dungan had no report.

Chairman called for the next order of business: commissioner's comments.

None presented.

Chairman called for the next order of business: director's comments.

The Planner presented the upcoming meeting dates. Site Preview is October 18, and the Regular Meeting is October 26, 2023; a special meeting will be held on October 4, 2023 for Envision Daphne 2042 Comprehensive Plan.

There being no further business, the meeting was adjourned at 5:55 p.m.

Respectfully submitted by:


Jan Vallecillo, Planning Coordinator

Approved: October 26, 2023


John Peterson, Vice Chairman

CITY OF DAPHNE
PLANNING COMMISSION AGENDA
REGULAR MEETING OF OCTOBER 26, 2023
COUNCIL CHAMBERS, CITY HALL - 5:00 P.M.

Report



1. **CALL TO ORDER:** 5:00 p.m.
2. **CALL OF ROLL:** John Peterson, Ronnie Huskey, Steve Olen, Kevin Spriggs, Nathan Jones and Richard Johnson
3. **APPROVAL OF MINUTES:**

Review of minutes of the regular meeting of September 28, 2023. (**Approved**)
4. **NEW BUSINESS:**

A. SITE PLAN REVIEW:

1. File SP23-13: (**Approved with a condition that the owner shall contribute 10% of the estimated cost of the \$350,000 intersection improvements at County Road 64 and Friendship Road**)

Site: No Off Season

Zoning: ***B-2, General Business***

Location: Southeast of the intersection of County Road 64 and Friendship Road, Lot 10, Italian Settlement Subdivision
Area: 3.18 Acres $\pm$
Owner: No Off Season - Gavin Willisson
Engineer: Element 3 Engineering - Steve Fisher or Joe Harper

B. PRELIMINARY PLAT REVIEW:

1. File SDP23-08: (**Approved**)

Subdivision: **The Reserve at Plantation Hills, Phase 1**

Zoning: ***R-3, High Density Single Family Residential***

Location: East and southeast of Robbins Boulevard and Ashbury Hill Road
Area: 14.90 Acres $\pm$, (6) lots
Owner: 68V Reserve at Plantation Hills, 2021, L.L.C. - Nathan Cox
Agent: Dewberry - Cathy Barnette
Surveyor: Dewberry - Victor Germain
Engineer: Dewberry - Jason Estes
2. File SDP23-09: (**Approved**)

Subdivision: **The Reserve at Plantation Hills, Phase 2**

Zoning: ***R-3, High Density Single Family Residential***

Location: East and southeast of Robbins Boulevard and Ashbury Hill Road
Area: 32.17 Acres $\pm$, (51) lots
Owner: 68V Baldwin Land Holdings, L.L.C. and 68V Reserve at Plantation Hills, 2021, L.L.C. - Nathan Cox
Agent: Dewberry - Cathy Barnette
Surveyor: Dewberry - Victor Germain
Engineer: Dewberry - Jason Estes

C. ADMINISTRATIVE PRESENTATION:

1. PROPOSED AMENDMENTS TO THE LAND USE AND DEVELOPMENT ORDINANCE:

File AP23-08: (Favorable recommendation to the City Council)

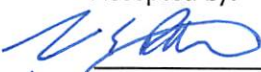
Presentation to be given by Adrienne Jones, Director of Community Development, regarding the proposed amendments to the Land Use and Development Ordinance for: Article 8; Definition of Terms, Article 11, Minimum Standards and Required Improvements for Subdivisions and Commercial Site Developments; Article 13, District Requirements; Article 15, Procedures for Site Plan Review; Article 17, Procedures for Subdivision Review; Article 18, Drainage, Storm Water Management Facilities and Erosion/Sediment Review; Article 21; The Board of Zoning Adjustments, Article 30, Planned Unit Development District; and Article 34, Schedule of Fees.

D. OFFICIAL ZONING AND STREET MAP UPDATE:

File AP23-09: (Favorable recommendation to the City Council)

Presentation to be given by Adrienne Jones, Director of Community Development, of proposed amendments to the Official Zoning Map and the Official Street Map.

5. **PUBLIC PARTICIPATION:** None presented.
6. **ATTORNEY'S REPORT:** No report.
7. **COMMISSIONER'S COMMENTS:** Kevin Spriggs reiterated that it is not fair to place the burden of a public improvement on a local business.
8. **DIRECTOR'S COMMENTS** Director presented the upcoming meeting dates. Site Preview is November 8, and the Regular Meeting is November 16, 2023. She thanked the Commissioners for their attendance at the Envision Daphne presentation on October 4, and advised a presentation will be given to the City Council Work Session on November 13, 2023.
9. **ADJOURNMENT:** 6:00 p.m.

Accepted by:

Vice Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board Meeting

Council Chambers, Daphne City Hall ♦ September 27, 2023 ♦ 5:00 p.m.

I. Call to Order

The regular September 2023 Board meeting for the Utilities Board of the City of Daphne was held on September 27, 2023 in the Council Chambers at Daphne City Hall and called to order at 5:01 p.m. by Chairwoman Selena Vaughn, followed by the Roll Call:

II. Roll Call

Members Present: Selena Vaughn, Chairwoman
Tim Patton, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Mayor Robin LeJeune, Board Member
Councilwoman Angie Phillips, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Scott Polk – General Manager
Bobby Purvis – Operations Manager
Lexus Carlee – Finance Specialist
Alex Godfrey – Administrative Services Manager
Samantha Coppels – Communications Manager
Lori Wilson – Executive Assistant
Teresa Logiotatos – Finance Manager

Others Absent:

III. Pledge of Allegiance

The Chairwoman led the Board and meeting attendees in the Pledge of Allegiance.

IV. Approval of Minutes

Utilities Board Meeting Minutes August 30, 2023

The Chairwoman requested any additions, corrections, or deletions for the submitted minutes of the August 30, 2023, Daphne Utilities Board meeting.

With no additions, corrections or deletions for the submitted minutes of the August 30, 2023 Daphne Utilities Board meeting, the Chairwoman announced the minutes would stand approved.

V. OLD BUSINESS – None

VI. NEW BUSINESS –

A. Board Officer Election – (Board Action – Motion)

1. Chairman -

Chairwoman Vaughn nominated Mr. Billy Mayhand for Chairman; Mr. Mayhand thanked her for her kind words and nomination but declined due to the fact that he would be working night classes at the college during the next semester for the next year.

Mr. Tim Patton then nominated Selena Vaughn as Chairwoman; with no other nominations declared for chair, Chairwoman Vaughn closed nominations and called for a vote.

MOTION by Vice Chairman Tim Patton to nominate Selena Vaughn for the officer position of Chairperson. With no other nominations, a call for votes was announced:

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

2. Vice Chairperson –

MOTION by Mayor Robin LeJeune to nominate Tim Patton for the officer position of Vice Chairperson. With no other nominations, a call for votes was announced:

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

3. Secretary/Treasurer -

MOTION by Mr. Tim Patton to nominate Mr. Billy Mayhand for the officer position of Secretary/Treasurer. With no other nominations, a call for votes was announced:

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

B. Discussion – Board members salary

Mayor LeJeune advised that this topic was discussed at the budget work-session and decided to communicate with Legal and was sent information and then referred to Mr. Speegle to address. Mr. Speegle advised that for a company organized under [Daphne Utilities'] specific statute, the City Council can authorize payment to directors/board members for up to \$600 per meeting for the Chair, not more than \$7,200 per year, cannot pay for sewer related, it is for the first non-sewer system, an additional \$10 per meeting for each additional non-sewer system; board members, not more than \$400 per meeting or more than \$4,800 per year as the general parameters. Chairwoman Vaughn asked if there was the ability to refuse the pay, Mr. Speegle stated that he did not know the answer to that question but offered that the pay could be accepted and donated to charity and take a deduction on one's tax return. He clarified that Daphne Utilities is a public corporation and not a 501C3 but that he would have to investigate further. Mr. Speegle noted that the issue would need to be requested by the City Council to

evaluate and determine compensation to board members via letter by the Chair to the City Council would be sufficient.

C. Recommendation for Motion to Approve – draft Interconnection and Water Purchase Agreement for the sale and purchase of water with the City of Fairhope **(Board Action – Motion)**

General Manager Scott Polk advised that Legal reviewed the legality of connecting and the agreement and was forwarded to Fairhope as a draft as well for their review and presented to the Board that we would be making an official connection with Fairhope and this document protects Daphne Utilities and Fairhope for that connection. Mr. Tim Patton stated that after reviewing ADEM documents, they encourage utilities to have a written agreement. He provided a few noted changes. Councilwoman Angie Phillips offered a grammatical change.

MOTION by Councilwoman Angie Phillips to approve the Interconnection and Water Sale/Purchase Agreement with the changes noted; Seconded by Mr. Billy Mayhand.

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

D. Proposed FY22-23 Budget and Capital Improvement Plan – (Board Action – Motion)

Mr. Scott Polk advised there were no significant changes to the budget from work-session with the Board, except the only consideration would be depending on if the City authorizes compensation for the Board, which we discussed would be funded from the legal budget. Mr. Speegle noted that no additional authorization would be required.

MOTION by Councilwoman Angie Phillips to approve the [submitted] FY22-23 Budget and Capital Improvement Plan; Motion was Seconded by Vice Chairman Tim Patton.

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

VII. BOARD ATTORNEY'S REPORT

Mr. Jerry Speegle had no formal report but was available for questions.

VIII. FINANCIAL REPORT

Finance Specialist Lexus Carlee pointed out for the Board on: the Financial Summary that the total assets have increased, the Truist Money Market account earning interest better than expected, metered services performing over budget except for gas due to cost of gas being lower than anticipated for this year, total year to date expenses are under budget, the total net income for the year seeming high due to larger invoices requiring payment before closing out the fiscal year; the Cash Flow Operating report cash balance reflecting low compared to normal due to a bond disbursement, and concluded reviewing a few checks in the Check History Report.

IX. GENERAL MANAGER'S REPORT

A. GM Report

General Manager Scott Polk updated the Board on: the Vortex Grit System at the WRF, the Village Drive water main replacement phase 1 of 3, GOMESA funds designated for US90 Force Main stabilization project, Well #15 (formerly Well #2) final testing protocol for quantity, the Diamante Well going on line, the next steps for the 5-Year Strategic Plan included in the 20-Year Capital Improvement Plan, and finally the current status of the water interconnect with Fairhope.

Mr. Polk pointed out that this would be the last meeting for retiring finance manager, Teresa Logiotatos.

Samantha Coppels advised the Board of the ribbon-cutting and grant award day timeframe.

B. Operations Report

Mr. Bobby Purvis apprised the Board on: work at Fire Station #2, the Belrose Avenue project, and lastly Lavendar Lane water and gas project.

C. Engineering & Consulting Reports – nothing to add to the submitted reports. Mr. Polk complimented Mrs. Melinda Immel and the staff at Volkert in coordinating with ADEM to receive the ARPA grants.

X. BOARD ACTION – previously addressed.

XI. PUBLIC PARTICIPATION

Chairwoman Vaughn announced Public Participation at 5:35 pm. With no participants, the Chairwoman closed Public Participation at 5:35 pm.

XII. BOARD COMMENTS –

Mayor Robin LeJeune thanked Mrs. Teresa Logiotatos for her work at the Utilities and congratulated her on her retirement.

Mr. Tim Patton, Chairwoman Vaughn, Mr. Billy Mayhand, and Councilwoman Phillips also thanked and congratulated Mrs. Logiotatos and wished her well.

XIII. ADJOURNMENT

Chairwoman Vaughn called for a motion to adjourn the meeting.

MOTION by Secretary/Treasurer Billy Mayhand to adjourn the meeting; Motion was Seconded by Vice Chairman Tim Patton.

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

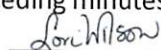
ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

The meeting adjourned at 5:37pm.

Preceding minutes submitted to the Daphne Utilities Board by:


Lori Wilson, Executive Assistant, Daphne Utilities

Accepted by:

Vice Chairman, Daphne Utilities



APPROVED MINUTES

Utilities Board SPECIAL Meeting

Jubilee Conference Room, Daphne City Hall ♦ October 10, 2023 ♦ 4:00 p.m.

I. Call to Order

The Special meeting for the Utilities Board of the City of Daphne was held on October 10, 2023, in the Jubilee Conference Room at Daphne City Hall and called to order at 4:00 p.m. by Chairwoman Selena Vaughn, followed by the Roll Call:

II. Roll Call

Members Present: Selena Vaughn, Chairwoman
Tim Patton, Vice Chairman
Billy Mayhand, Secretary/Treasurer
Mayor Robin LeJeune, Board Member
Councilwoman Angie Phillips, Board Member

Members Absent:

Others Present: Jerry Speegle – Board Attorney
Scott Polk – General Manager
Bobby Purvis – Operations Manager
Lori Wilson – Executive Assistant

Others Absent:

Chairwoman Selena Vaughn then called for the Board to adjourn into Executive Session at 4:01pm.

At: 5:33pm, Chairwoman Vaughn reconvened from Executive Session.

III. BOARD ACTION

MOTION by Secretary/Treasurer Billy Mayhand to deny a grievance for reconsideration of position; Motion was Seconded by Vice Chairman Tim Patton.

AYE: LeJeune, Mayhand, Patton, Phillips **NAY:** **ABSENT:** **ABSTAIN:** Vaughn

MOTION CARRIED

IV. ADJOURNMENT

Chairwoman Vaughn called for a motion to adjourn the meeting.

MOTION by Secretary/Treasurer Billy Mayhand to adjourn the meeting; Motion was Seconded by Vice Chairman Tim Patton.

AYE: LeJeune, Mayhand, Patton, Phillips

NAY:

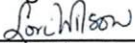
ABSENT:

ABSTAIN: Vaughn

MOTION CARRIED

The meeting adjourned at 5:33 pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities

Jim Ayres

Jamesayres27@gmail.com • 251.404.2560
897 Main Street
Daphne, Alabama, 36526

WORK EXPERIENCE

- **1997 – Present: Educator, Baldwin County Board of Education**
 - Spanish Fort Elementary 1997 – 2001
 - Daphne Elementary School 2001 - Present
 - I was a classroom teacher for 22 years, teaching 1st, 2nd, and 3rd grade. This is my sixth year as a physical education teacher.

EDUCATION

- **1993 West Virginia University, Bachelor of Science in Journalism**
- **1997 Georgia Southwestern, Certificate of Elementary Education**
- **2011 University of South Alabama, Master of Education**
- **2013 University of South Alabama, Educational Specialist**

PERSONAL BIO

- **I have been a resident of Daphne since 1993. My wife, Pam, has lived in Daphne her entire life. We are both Baldwin County educators; Pam has taught at Daphne East for the past 18 years. We raised our family of five children here in Daphne. All of our children have, or are currently attending, Daphne High School. I have been actively involved in our community as a volunteer. I have coached youth baseball teams for our Daphne Recreation Department. I have also been a Cubmaster and Scoutmaster for Boy Scouts Troop 87, sponsored by the Daphne Knights of Columbus. In my free time, I am an avid road cyclist; I ride multiple times a week on Daphne roadways.**



STEPHEN SAVAGE
1200A RANDALL AVENUE
DAPHNE AL 36526
SAVAGEPHOTO@MSN.COM
251.401.0008

October 22, 2023

Hon. Robin LeJeune
Mayor City of Daphne

Dear Mayor LeJeune,

I would like to be considered for the Mayor's Advisory Committee. As a resident of Daphne since 2002 and a homeowner I am engaged and dedicated to serving my community.

I have attached a short biography for your office.

Thank you for your attention and best wishes for your deliberations.

Sincerely,

Stephen

Stephen Savage

STEPHEN SAVAGE
1200A RANDALL AVENUE
DAPHNE AL 36526
SAVAGEPHOTO@MSN.COM
251.401.0008

Stephen Savage short biography

Stephen Savage graduated from George Washington University with a BA in Art History, and earned a Master of Liberal Arts from Spring Hill College, with a concentration in Fine Art Photography.

He currently serves on the boards of the Eastern Shore Art Center, Alabama Free Clinic, and the Eastern Shore Camera Club, which he co-founded. He has previously served on the boards of District Curator's, Inc, Mobile Theatre Guild, and the Mobile Arts Council, where he served as President.

As an art educator, Savage taught Photography, Photojournalism, and Art History at Spring Hill College for 20 years, and continues to teach photography at the Eastern Shore Art Center where he has been teaching for 24 years.

He has led photography workshops across the country in Alabama, Florida, Utah, Kansas and Maine.

His fine art work has been exhibited widely, including at the Mobile Museum of Art, Huntsville Museum of Art, The Cheekwood Botanical Garden and Museum of Art, Pensacola Museum of Art, and many others.

Savage has contributed to multiple publications, including *The New York Times*, *The Washington Post*, *Garden and Gun*, *Portico*, *Mobile Bay*, *AARP*, AL.com, *Fairhope Living*, and *The Oxford American*.

Savage Photo Lab & Gallery in Mobile was a popular venue for photographers and patrons and the finest photo lab in the State of Alabama.

As a film maker, he has made short films for the South Alabama Land Trust, Baller Dream Foundation, National Multiple Sclerosis Foundation, Nall Foundation, Alabama Free Clinic, and others.

Stephen Savage short biography

Savage's other activities include serving on the steering committee for the Fairhope Film Festival, as a producer for WHIL public radio, the Executive Director of Centre for the Living Arts (now Alabama Contemporary Art Center), and The Cultural Plan for the City of Mobile, Steering and Implementation Committee. He is a graduate of Leadership Mobile.

He is a Alabama State Counsel of the Arts Fellow in Photography, and has served on several grant review panels.

Savage lives on the Eastern Shore of Mobile Bay, in Daphne, and continues to work and advocate for the arts in Alabama.

LUIS PLANAS

 251-232-2904

 Lplanas60@gmail.com

 1203 Old County Road, Daphne, AL 36526

PROFILE

A seasoned individual with over 40 years of work and life experience extending from entry level to executive management. Beginning with the US Navy as an Aviation Electrician to employment with various companies ranging from start-ups to Fortune 500. Along the way I've acquired my FAA Mechanic's license, Bachelor & MBA degrees, and Insurance Adjuster's license, providing a solid knowledge base. I bring and will utilize my skills, life lessons, and allegiance to provide the very best service and product to both the customer and client.

SKILLS

- CUSTOMER SERVICE EXCELLENCE
- TEAMWORK
- QUALITY CONTROL
- PERFORMANCE MANAGEMENT
- TECHNICAL ANALYSIS
- VERBAL & WRITTEN DELIVERABLES

EDUCATION

MBA Degree

ERAU Daytona Beach, FL

TRAINING

US Navy

Aviation Electrician

EXPERIENCE

Owner – My Handyman LLC

2021 – Present

- Owner/Operator of handyman business operations & management.
- Perform all aspects of electrical, construction, miscellaneous repairs, installation, etc.

Director – Quality A220 Program, AIRBUS, Mobile, AL

2019 – 2021

- Pilot launch of USA A220 Program with oversight of company, regulatory and departmental goals.
- Direct oversight of aircraft assembly and deliverables to drive excellence in product quality, safety, cost & client satisfaction.

Senior Consultant, SeaTec Consulting, Oklahoma City, OK

2017 – 2019

- Liaise with clients to translate customer service requests into technical improvements.
- Championed startup and company-wide implementation of QMS and AS9100 technology systems rollout.

Vice-President (VP) - Quality, Falcon Jet, Little Rock, AR

2009 – 2017

- Authored and executed strategic planning and business solutions for site design, certification, budget & manufacturing processes.
- Integrated leadership, communication, financial and problem-solving skills to elevate quality control / QA programs.

Gerry P. Robinson
30432 D'Olive Ridge
Daphne, AL 36527

October 27, 2023

The Honorable Robin LeJeune
Mayor, City of Daphne, Alabama

Dear Mayor LeJeune:

I would like to be considered for the Advisory Committee of the Eastern Shore Metropolitan Planning Organization (MPO). I feel that my background and experience would allow me to be of service within the MPO.

The following is a brief outline of my work history.

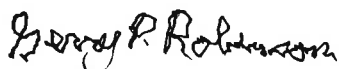
- Designed, built, and for ten years, operated Robinson's Riverside Motel in south Baldwin County. Active with local and State-wide tourist promotion groups & organizations. Served as a member of South Baldwin Chamber of Commerce Board of Directors.
- Employed by Alabama State Docks for 27 years (now Alabama Port Authority). During that time, I served as:
 - Manager of Public Relations & Advertising
 - General Sales Manager, with offices in Mobile & Birmingham, and in Chicago, Illinois and London, England.
 - Manager of Inland Docks, overseeing 11 river ports throughout Alabama.
 - Interim Manager of McDuffie Coal Terminal
 - Manager of Mobile Navy Base transition back to State Docks ownership
 - Manager of Planning & Development

During my years at the Alabama State Docks, I was active in a number of local, regional and national maritime organizations, such as Mobile Propeller Club (a member of the national Propeller Club of the United States), Gulf Ports Association, and the American Association of Port Authorities. While General Sales Manager, I represented the State Docks on the Transportation Committee of Mobile Area Planning Commission.

- After retirement, I volunteered as an arbitrator for the Better Business Bureau automobile program; volunteered for Habitat for Humanity for ten years; and have also served in various positions with Home Owners' Associations.

I look forward to having an opportunity to be of service to this community.

Sincerely,



Gerry P. Robinson
(850)982-6603

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: October 30, 2023
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development 
SUBJECT: Proposed Amendments to the Land Use and Development Ordinance to amend Articles 8, 11, 13, 15, 17, 18, 21, 30, and 34

At the October 26, 2023 regular meeting of the City of Daphne Planning Commission, six members were present. The motion carried unanimously to set forth a favorable recommendation to the City Council to amend Article 8, Definition of Terms, Article 11, Minimum Standards, Article 13, District Requirements, Article 15, Procedures for Site Plan Review, Article 17, Procedures for Subdivision Review, Article 18, Drainage, Stormwater Management and Erosion Control, Article 21, The Board of Zoning Adjustment Article 30, Planned Unit Development District, and Article 34, Schedule of Fees, of the Land Use and Development Ordinance.

Attached please find the appropriate documentation and action of the Daphne Planning Commission.

Upon receipt of said documentation, please prepare an ordinance for placement on the City Council agenda to set a public hearing.

Thank you,
ADJ/jv

Attachment

cc: file

PROPOSED AMENDMENTS
to the
DAPHNE
LAND USE & DEVELOPMENT
ORDINANCE

Set forth with a unanimously favorably recommendation of the
Daphne Planning Commission
on October 26, 2023

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Article 17, Procedures for Subdivision Review.....	14-23
Article 18, Drainage, Storm Water Management Facilities and Erosion/Sediment Review.....	24-26
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LUDO PROPOSED AMENDMENTS

Article 8 Definition of Terms

8-2 WORDS AND TERMS DEFINED

As used in this Ordinance, the following words and terms shall have the meaning defined:

Land Use. The purpose for which any parcel or tract of land, or any building or structure is designed, maintained, renovated, occupied or used. It is the basic character or nature of the occupation or utilization of land or a building.

Change in Use. Any activity resulting in a change in land use, intensity of use, or expansion of the sizes or numbers of structures, or the amount of land affected by a use.

Change of Occupancy. A discontinuance of an existing use and the substitution therefore of a use of a different kind or class. Additionally, a change of tenants or proprietors is included if and when there is also a change in the type, kind or class of use.

NOTE: These terms will be used in Article 15, Section 15-6 which proposes a new subsection. See page 10 for more details.

LUDO PROPOSED AMENDMENTS

Article 11 Min. Standards & Required Improvements for Subdivisions and Commercial Site Developments

11-5 SUBDIVISION EXCEPTIONS AND EXEMPTIONS

Whenever the strict compliance with these regulations would result in an extraordinary hardship or injustice to the subdivider because of topography, unusual size or shape of the property, or unusual conditions in surrounding property of development, the Planning Commission may modify or waive such regulations so the subdivider may subdivide his property in a reasonable manner provided that such modification or waiver shall not nullify the intent or purpose of the subdivision regulations, the public welfare, and interest of the City of Daphne shall be protected. Any such modification together with reasons therefore shall be so noted in the minutes of the Planning Commission.

(a) Modifications/Waivers:

In granting modifications or waivers, the Planning Commission may impose such other reasonable conditions as will, in its judgment, justify such modification or waiver and still substantially maintain the objectives of these regulations. Each modification or waiver of the regulations sought by a subdivider shall be applied for and acted upon individually by the Planning Commission.

(b) Subdivision Exemptions:

The sale or exchange of lots or parcels of land or the relocation of an interior lot line within the city limits between adjoining property owners may be exempt from the subdivision regulations by the director of Community Development, provided that (1) no additional lots are created and (2) none of the lots affected by the sale, exchange or relocation of interior lines are reduced below the minimum size requirements of the zoning district in which the division is to occur.

No existing easement shall be vacated or moved without the recommendation of the Planning Commission and the acceptance by resolution of the City Council as outlined in the applicable sections of this ordinance.

(c) Planning Jurisdiction Subdivision Exceptions and/or Exemptions:

Subdivision applications, subdivision exceptions and/or exemptions, for land located within the Daphne Corporate Limits will be processed.

NOTE: We no longer review subdivisions outside of the city limits. Propose to delete language that is no longer applicable.

Deleted: Extraterritorial

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Deleted: A request for an Exempt Subdivision Letter and supporting documentation to substantiate any claim of exemption shall be submitted to the Department of Community Development director along with a copy of the Exempt Subdivision Letter from the Baldwin County Engineer. ¶

¶ Subdividers shall not be required to submit a plat to the Daphne Planning Commission unless deemed appropriate by the director. The director may grant an exemption unless he/she deems the request appropriate for the Planning Commission's review. Exemption from the requirement for Planning Commission approval does not constitute exemption from the requirements of other applicable regulations including but not limited to state, county, or municipal law, zoning ordinances, Health Department requirements, or highway construction setbacks. Any subdivider who is found circumventing the intent and substance of these regulations shall be required to submit a plat for review and approval by the Daphne Planning Commission. ¶

¶ The following is a list of qualifying subdivision exceptions/exemptions for property located outside of the city limits and in the extraterritorial jurisdiction of Baldwin County. ¶

¶ Subdivision by testamentary or intestate provisions; ¶ Subdivision by court order including, but not limited to, judgments of foreclosure; ¶

¶ Sale, deed or transfer of land by the owner to an immediate family member. Each parcel shall have its own ingress/egress and utility access of not less than required by Baldwin County Subdivision Regulations; ¶

¶ The public acquisition by gift or purchase of strips or parcels of land for the widening or opening of streets or for other public uses; ¶

¶ Subdivision in which the size of each resulting lot equals or exceeds twenty (20) acres, inclusive of adjacent public rights-of-way, and for which no streets are required to be constructed to provide access to each subdivided lot. Each lot shall have at least 200 feet of frontage on an existing publicly maintained road or shall have access to a publicly maintained road pursuant to a private easement, at least 60 feet in width, which provides rights of ingress and egress and the right to install utilities sufficient to serve such subdivided lots; ¶ Subdivisions in which the size of each resulting lot equals or exceeds ten (10) acres, inclusive of adjacent public rights-of-way, and for which no streets are required to be constructed to provide access to each subdivided lot. Each parcel declared to be exempt pursuant to this subparagraph shall have at least 150 feet of frontage on an existing publicly maintained road. ¶

¶ A one-time split of a single parcel into two resultant parcels, if, and only if, the parcel existed and has not been divided since February 1, 1984. ¶

¶ The relocation of a common property line between two parcels where no new parcels are created. Revised parcels shall meet the minimum zoning lot size and width requirements. The owner of each parcel approved as exempt under this section shall be required to submit, as a condition to approval, either an affidavit executed by such owner attesting, under oath, that there exist no restrictive covenants of record in the Office of the Judge of Probate of Baldwin County, Alabama which would prohibit the subdivision of the parcel for which an exemption is sought pursuant to this subparagraph. In the event a parcel is approved as exempt under this subparagraph and it is later determined that such subdivision was prohibited by valid restrictive covenants recorded as of the date of such approval, the Community Development director, or designee thereof, shall have the authority to revoke such exempt subdivision approval. ¶ In the case of an exemption involving a lot or lots which are included within a previously recorded subdivision plat, a resubdivision and a new plat will be required to reflect the resubdivision of lots, and such new plat shall be recorded in the

LUDO PROPOSED AMENDMENTS

11-11 SIDEWALKS

- (a) It is the intent of this section to require the installation of concrete or asphalt sidewalks on both sides of the street in residential and commercial developments in order to encourage vehicular and pedestrian connectivity within the City of Daphne. It is also the intent of this section to require the installation of sidewalks in commercial and or industrial site developments in order to connect gaps between existing or planned sidewalk circulation systems within the city.

Sidewalks are counted toward the improvement standards of all streets and shall be installed prior to the issuance of a Certificate of Occupancy unless an agreement for future installation has been presented by the developer. In no case shall the City of Daphne be responsible for the installation of sidewalks within any subdivision or other type of development.

- (b) Construction of sidewalks, shall comply with the following standards:

- (1) All sidewalks shall be in accordance with current ADA (Americans with Disabilities Act) requirements.
- (2) Sidewalks shall be constructed with reinforced concrete that has a minimum twenty-eight (28) day compressive strength of three thousand pounds per square inch (3000 psi), and shall be in accordance with City specifications and these regulations, unless otherwise approved by the Planning Commission.
- (3) All organic material shall be removed from the sidewalk subgrade before installation of said sidewalk.

<u>(4) Type of Subdivision or Development</u>	<u>Sidewalk Width</u>
Low Density Residential	4 feet
High Density Residential	5 feet
Commercial or Industrial	6 feet
Mixed Use Development	6 feet

- (5) Sidewalks shall be a minimum of 4 inches thick, except that sidewalks shall be 6 inches thick wherever vehicular loads are anticipated or where adjacent to a traversable curb or gutter. A non-traversable curb is a highway curb designed to discourage a motor vehicle from leaving the roadway. Non-traversable curbs are used at locations where roadway speeds do not exceed 40 miles per hour and are at least six inches high.
- (c) Sidewalks shall provide pedestrian traffic and design shall encourage safe means of access eliminating conflicts between vehicles and pedestrians. Innovative design measures which would encourage the use of pervious material may be considered by the Planning Commission in lieu of typical sidewalk installation; however, ADA compliance is required where applicable. Sidewalks shall be installed in the following locations:

LUDO PROPOSED AMENDMENTS

- (1) Along the perimeter of all developments where adjacent to ~~the~~ right-of-way.
- (2) Along the right-of-way where adjacent to the perimeter of any common area within the development; except where walking trails/paths are incorporated into the design for formal/recreational open space as provided in Section 11-14, Special Provisions herein. Final plat shall not be approved until this provision is satisfied.
- (3) Along the right-of-way within each residential subdivision development.

Deleted: City

NOTE: This is to clarify that the sidewalk requirement is applicable to all rights-of-ways.

LUDO PROPOSED AMENDMENTS

Article 13 District Requirements

13-7 PERFORMANCE STANDARDS

(1) Performance Standards for Nonresidential Districts

In all nonresidential districts (with commercial, institutional and/or industrial uses) where facilities are permitted lots, tracts or parcels shall comply with the following minimum standards:

- (a) Lots shall be of sufficient size to be used for the purpose intended, provide adequate parking and loading facilities in addition to space required for conduct of other operation of the business, and otherwise comply with the provisions provided herein.
- (b) The minimum lot size for marinas shall be one (1) acre and shall be constructed above mean sea level.
- (c) No entrances or exits shall direct traffic into adjacent residential districts.
- (d) Noise, air pollutants including dust emissions, and surface runoff shall not exceed background levels by more than ten percent (10%).
- (e) Uses in all business districts must comply with all applicable health and safety standards, including sanitary facilities; paved and landscaped parking areas, and all other requirements of this Ordinance, as well as pertinent State and Federal regulations.
- (f) Nonpermanent structures such as trailers, sheds, and other such buildings used for business purposes may be permitted in business districts on a temporary basis pending construction of a permanent building. Such structures may be permitted by the Building Official for a three (3) month period, renewable upon written request from the business owner, up to a maximum of one (1) year. Said nonpermanent structure shall be removed immediately upon completion of construction. Delayed removal of the nonpermanent structure may be allowed for no more than thirty (30) calendar days upon review and approval of the Building Official.
- (g) All non-residential structures shall be so designed as to present an aesthetically pleasing appearance that is generally compatible with existing buildings in the district, except those less desirable in appearance that have been grandfathered under this Ordinance.
- (h) Every effort to make structures aesthetically pleasing shall be made by the developer. Depending upon the location of the proposed facility, as a means to ensure compatibility with existing development or to encourage a higher standard along major corridors, subsequent improvements and changes to building architecture may be required by the Planning Commission.

LUDO PROPOSED AMENDMENTS

- (i) In all non-residential zoning districts the following are preferred building materials for any wall area facing a public street: brick, textured concrete block, wood, metal veneers, stucco or Exterior Insulation and Finish Systems (E.I.F.S), concrete, steel, vinyl or stone panels provided they contain some architectural relief and exhibit structural strength.

NOTE: Adding language for clarification.

- (j) Metal buildings may be permitted in any C/I, Commercial/Industrial, zoning district that is not located as follows: along County Road 13, Highway 98, Highway 90, Highway 181, Olde Towne Daphne, the Village Overlay District, the Eastern Shore Overlay District or, the Jubilee Retail Overlay District.

Deleted: zone

Deleted: only,

Deleted: except where

Deleted: and

- (k) A shipping container may be permitted where property is zoned C-2, Outdoor Amusement, after having received approval for said use by the Planning Commission. When approved the shipping container(s) shall be no closer than fifty (50) feet to the property lines.

NOTE: New - adding shipping containers as a permissible use in a C-2 district upon PC approval.

- (l) Architectural plans shall be signed and stamped by a Licensed Architect. Plans shall include preliminary floor plans and building elevations.

1. Elevation drawings shall be presented in color. Architectural renderings and roofline treatments shall be presented for all sides.

- (m) Streetscape. Landscaping and street furniture complement residential surroundings.

(2) Performance Standards for Residential Districts

(a) Streetscape:

1. Landscape plans shall establish street/lot themes. See Article 19 for further details.

(b) Residential Streets:

1. Traffic Calming is required within all residential developments. See Article 11 for details regarding Traffic Management Plan.
2. Street designs should discourage through traffic; reduced street paving widths may be considered where off-street guest parking bays are installed.

LUDO PROPOSED AMENDMENTS

ARTICLE XV PROCEDURES FOR SITE PLAN REVIEW

15-1 USE AND APPLICABILITY

- (a) The provisions of this Article shall be required for all residential developments involving the construction of two (2) or more dwelling units including apartments, ~~townhouses~~, condominiums, business, commercial, industrial, and/or institutional structures; all existing structures which increase the gross floor area by thirty percent (30%) or more, except a single family residence; construction of a park, public way, open space, public building or structure; construction of a public utility whether publicly or privately owned; and other uses as required by the Planning Commission.
- (b) A site plan review for minor expansions of commercial or institutional uses, renovations or changes in use shall be subject to administrative review and approval by the Director of Community Development to determine compliance with the provisions of this Ordinance.

NOTE: Changed to townhouses to match language in Article 12

Deleted: town homes

15-2 PRE-APPLICATION & PRE-CONSTRUCTION CONFERENCES

- (a) Pre-Application Conference:

Whenever a major development, one which is five (5) acres or more or as deemed appropriate by the Director of Community Development, is proposed within the corporate limits, the developer should informally consult with the Department of Community Development prior to site plan application to ensure compliance with the required regulations. No fee shall be charged for the review and no formal application shall be required.

- (b) Pre-Construction Conference:

After site plan approval and before the issuance of a site disturbance permit, a pre-construction conference shall be held between the developer, contractors, the representatives from the Departments of Community Development, the City Engineer, Environmental Programs, Building Inspections; Riviera Utilities, Daphne Utilities, any other applicable public or private utility company, local, state, and/or federal agency. At the pre-construction conference, participants will discuss issues related to permitting, construction safety, general expectations during construction, final inspection protocol, etc.

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NOTE: Itemized list of elements to include within a proposed master plan such as trash refuse.

15-3 MASTER PLAN SUBMITTAL

Any site development which is to be constructed in phases, shall require a master plan of the site which shall be submitted to the Planning Commission for approval prior to submitting a site plan application. The applicant shall submit to the Department of Community Development, a written request for review and approval by the Planning Commission and a copy of said master plan. The master plan shall be of sufficient detail to show the proposed site layout including building locations, parking facilities, ingress/egress, stormwater management, required buffer areas, pedestrian and vehicular networks, utilities, trash refuse areas, and amenity areas. In addition, a phasing plan shall be presented at the pre-construction meeting for review and staff approval.

Deleted: or units

Deleted: subdivider

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Deleted: street and

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Deleted: drainage.

Deleted: detention, common, recreational, landscaped areas

Deleted: and maximum density (gross and net).

15-4 SPECIAL PROVISIONS

The following shall apply:

- (a) Water, sewer, gas, electric power, telephone, cable television, and other utility lines shall be installed underground by the developer and/or owner in all new residential, commercial, and industrial developments, expansions, and/or renovations of existing said developments shall be connected to a central distribution system, unless for good reasons other than cost, the Planning Commission approves a modification or waiver of this requirement in part or in whole, or if a special condition requires otherwise.
- (b) Size of properties reserved or laid out for business, commercial, or industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.
- (c) A site plan review shall be accomplished by the recommendation of the Director of Community Development and approval of the Planning Commission to assure compliance with the provisions of the Land Use and Development Ordinance in conformity with its purpose as stated in *Article I, Purpose, Repeals, Enactment and Short Title*, as well as, applicable Building and Fire Codes, latest edition.

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- (d) Planning Commission approval shall be the first step in the construction permitting process. After approval, the owner or developer shall provide to the Department of Community Development, the appropriate signed application form, a cost estimate for site work certified by the design engineer, the fee for a site disturbance permit as enumerated in *Article 34, Schedule of Fees*, applicable state and/or federal permits, and proof of the contractor's Daphne Business license.
- (1) Site plan approval shall become void one (1) year from the date of Planning Commission approval if no site disturbance permit has been acquired for the project. The site disturbance permit and site plan shall both become void one (1) year from the issuance of the site disturbance permit if no substantial building or construction activity has occurred.
 - (2) Prior to expiration, a one (1) year extension of time may be granted for the approved site plan and the site disturbance permit by the Director of Community Development, upon written request of the applicant stating good reason.
 - (3) If no construction activity has occurred after the expiration of the extended time, an additional one (1) year extension of time may be considered by the Planning Commission. At no time shall any site plan and related site disturbance permit be granted an extension beyond this time. The site plan and site disturbance permit shall automatically be deemed null and void.

15-5 SITE PLAN APPLICATION

Prior to making any improvements, the developer/owner shall submit to the Planning Commission a site plan of the project for review in accordance with the following procedure. These items shall be received in the Department of Community Development not less than thirty (30) calendar days prior to a regularly scheduled meeting of the Planning Commission at which meeting the site plan is to be formally submitted for review.

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Deleted: When all required improvements are installed in accordance with the site plans and specifications approved by the Planning Commission, the developer or owner shall request a final inspection by the design engineer and the registered landscape architect. Both shall forward compliance letters to the Director of Community Development. Upon receipt thereof the Director or his/her duly authorized representative shall inspect the site to determine if the required improvements are satisfactorily installed prior to signing the certificate of occupancy or final plat. ¶

**NOTE: Not actually
deleted, but moved.
See page 13 herein.**

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applicable, landscape plan and irrigation plan, building elevations, floor plans, and sign details. Site plans shall be designed to meet all applicable provisions of this Ordinance.

15-6 CHANGE IN USE/OCCUPANCY

To ensure compliance with the provisions of this Ordinance, an administrative site plan review and approval by the Director of Community Development shall be required in the following instances prior to making any modifications to the land and/or structure:

- (a) for commercial, industrial, business, multi-family, townhouse or institutional uses, minor expansions and renovations, which increase the gross floor area or parking lot up to thirty percent (30%);
- (b) changes in occupancy from a less intense class or kind of use to a more intense class or kind of use; or,
- (c) changes in use or expansion of the size or number of structures or the amount of land affected by a use.

Some changes in use and change in occupancy may initiate the need for compliance with provisions of the Land Use and Development Ordinance such as parking, landscaping, stormwater management, signage, etc. The proposed administrative site plan shall not be approved unless the site plan is presented in a manner or revised in a manner to be compliant with said regulations.

NOTE: Provides more detail re: Admin Site Plan Review for adaptive reuse/change in use and/or occupancy.

NOTE: Renumbered the sections found below.

15-7 WAIVER

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The Director of Community Development may waive certain requirements contained in this Article if, in his/her opinion, the requirements are not essential to a proper decision on the project; or, he/she may supplement the list with other requirements deemed necessary to clarify the nature of the proposed development.

15-8 ISSUANCE OF SITE DISTURBANCE PERMIT

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Each person, firm, corporation, utility, entity or agent thereof preparing to engage in any site preparation and/or construction activities shall acquire a site disturbance permit from the Department of Community Development prior to commencement of such activities as established pursuant to the provisions of this Article and no such activity shall commence prior to the approval of a site plan by the Planning Commission or administrative review by the Director of Community Development as required in *Article 15, Site Plan Review* § 15-1. Fees for said permit and permit extension requests are enumerated in *Article 34, Schedule of Fees*.

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15-9 BOND REQUIREMENT FOR OFF-SITE IMPACTS

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- (a) Whenever a person, firm, corporation, developer or other entity proposes to develop a commercial, public, semi-public or multi-family, or mixed use project that, in the opinion of the Director of Community Development constitutes a land disturbing activity which may pose a risk of drainage and/or siltation damage outside the boundaries of the project, such person, firm, corporation, developer or other entity conducting the land disturbing activity shall be required to submit a non-cancelable performance bond in the name of the permittee, a letter of credit or cashier's check, to the City prior to the issuance of a site disturbance permit.
- (b) At the time of the site plan approval, the bond shall become effective and shall extend for a period of at least two (2) years following the issuance of the certificate of occupancy by the City. The bond shall be in the amount of twenty percent (20%) of the total cost for the performance of all site work. Said bond shall cover drainage, erosion and siltation damage, if any.
- (c) The Director of Community Development or other administrative official as designated by the City Council shall determine the prescribed bond, as well as, the adequacy and the security thereon.

15-10 RELEASE OF BOND

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- (1) At the expiration of two (2) years from the issuance of the Certificate of Occupancy, the Director of Community Development and the Site Containment Officer or designee of the Building Official shall determine if the drainage design implementation of the project has:
 - (a) Been performed in accordance and continues to functions within the parameters of the design standards as set forth by the project engineer;
 - (b) Had any impact on any streams, waterways, or third parties that have been minimized through mitigation efforts;
 - (c) Received from the project engineer a certificate of performance which states the drainage facilities have been constructed in accordance with the plans, specifications, and engineering guidelines.
- (2) The City may release the developer and/or the bondholder from further obligations under said bond based upon the evaluation and recommendation of the Director of Community Development, Environmental Programs, and

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the City Engineer.

- (3) If it is determined that the requirements of this section have not been met, then the bond may be extended for one six (6) month interval to allow the developer and/or bondholder additional time to correct the deficiencies which prohibit the release of bond. If the site contractor is unable and/or unwilling to satisfy the deficiencies as enumerated by the Director of Community Development, City Engineer and Environmental Programs, the entire bond shall be forfeited with the bond being payable to the City of Daphne for the direction of such work and/or activities necessary for the completion of the improvements. The developer and/or bondholder of the property thereof shall be liable for any additional cost incurred.

15-11 ISSUANCE OF BUILDING PERMIT

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Upon approval of the site plan, either as submitted or with changes and/or special conditions required by the Planning Commission, the Building Official may issue a building permit for a portion or all of the proposed development provided the application is in compliance with all applicable City, County, as well as, state and federal requirements.

15-12 FEES & APPLICATION WITHDRAWAL PROCEDURES

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An application for site plan review, site disturbance permit and extension requests shall be accompanied by the appropriate fee as specifically enumerated in *Article 34, the Schedule of Fees*. If, for any reason, an item scheduled for initial presentation before the Planning Commission is requested to be tabled or withdrawn within seven (7) calendar days of submission to the Department of Community Development, then the application fee will be credited toward re-submittal of the application; however, beyond the seven (7) calendar day period, fees shall not be refunded nor credited toward subsequent submittals. The request to withdraw or table the item shall be submitted in writing to the Department of Community Development prior to the scheduled hearing date.

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15-13 CERTIFICATE OF OCCUPANCY

- (1) When all required improvements are installed in accordance with the site plan and specifications approved by the Planning Commission, the developer or general contractor shall request a final inspection by the design engineer and the registered landscape architect. After the inspections have been completed, each (i.e., the design engineer as well as the registered landscape architect) shall forward a letter of compliance and as-built drawings to the Director of Community Development. Upon receipt thereof the Director or his/her duly authorized representative and all related staff shall inspect the site to determine if all required improvements have been satisfactorily installed. Upon receiving satisfactory inspection reports from applicable staff the director shall thereafter sign the Certificate of Occupancy.
- (2) Upon receiving an unsatisfactory inspection report, staff and the contractor shall collaborate to determine measures to resolve the deficiencies that exist. If the site inspection report from staff denotes minor improvements which in the opinion of staff can be covered by a surety and a future site inspection within a six (6) month period, then the developer shall have an option to provide such surety to the Community Development Director. Upon receipt of the aforementioned surety and all other passing inspection reports the Director shall thereafter sign the Certificate of Occupancy.
 - i. Said surety shall be accompanied by a certified cost estimate for specified improvements prepared by the professional whose work has been identified as deficient, i.e., the civil engineer for civil site work or the landscape architect for landscaping. The surety shall be a cashier's check or a money order from an Alabama lending institution and it shall be in the amount of one hundred and fifty percent (150%) of the estimated cost.
- (3) When all required improvements are installed in accordance with the surety, the developer or general contractor shall request a final inspection by the appropriate persons. After the inspections have been completed, he/she shall forward a letter of final compliance and as-built drawings to the Director of Community Development. Upon receipt thereof the Director or his/her duly authorized representative and all related staff shall inspect the site to determine that all required improvements have been satisfactorily installed. Upon receiving satisfactory inspection reports from applicable staff the director shall release the surety.

NOTE: The original language was modified from 15-4 and amended to clarify the C.O. process.

NOTE: Provides the option to submit a surety for minor improvements or deficiencies.

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ARTICLE XVII PROCEDURES FOR SUBDIVISION REVIEW

17-1 PRE-APPLICATION & PRE-CONSTRUCTION CONFERENCES

(a) Pre-Application Conference:

Whenever the subdivision of a tract of land within the extraterritorial planning jurisdiction of the Planning Commission is proposed, the subdivider should consult informally with the planning staff of the City of Daphne and Baldwin County, prior to submittal with the Planning Commission(s) to ensure compliance with the required regulations. No fee shall be charged for the review and no formal application shall be required.

(b) Pre-Construction Conference:

After preliminary plan approval and before the issuance of a site disturbance permit, a pre-construction conference shall be held between the developer, contractors, the representatives from the Departments of Community Development, Building Inspections, the City Engineer, Environmental Programs, Riviera Utilities, Daphne Utilities, any other applicable public or private utility company, local, state, and/or federal agency. At the pre-construction conference, participants will discuss issues related to permitting, construction safety, general expectations during construction, final inspection protocol, etc.

17-2 MASTER PLAN SUBMITTAL

Any subdivision or development which is to be developed in phases or units shall require a master plan of the proposed subdivision or development which shall be submitted to the Planning Commission for approval prior to submitting a preliminary plat application.

The subdivider shall submit to the Department of Community Development a written request for review and approval by the Planning Commission and a copy of said master plan. The master plan shall be of sufficient detail to show the proposed street, sidewalk and lot layout, drainage, utilities, detention, common open space and recreational areas, sanitary sewer collection system, i.e., low pressure system or gravity sewer, and landscaped areas.

NOTE: Added open space and sanitary sewer collection system.

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(d) Department of Community Development Review:

The Department of Community Development shall proceed with the preliminary plat review as follows:

(1) Plat Study:

During the thirty (30) calendar days prior to the next regularly scheduled meeting, the City Engineer, Bureau of Fire Prevention, Riviera Utilities, Daphne Utilities, Environmental Programs and any applicable utility company, local, state, and/or federal agency shall review plans and submit recommendations to the Director of Community Development prior to the initial hearing on the preliminary plat.

NOTE: Broadens applicability to include any project.

- (a) Whenever a person, firm, corporation, developer or other entity proposes to develop any project that, in the opinion of the Director of Community Development, constitutes either a land disturbing activity which may pose a risk of drainage and/or siltation damage outside the boundaries of the project, such person, firm, corporation, developer or other entity conducting the land disturbing activity shall be required to submit a non-cancelable performance bond in the name of the permittee, or a letter of credit or cashier's check, to the City prior to the issuance of a Site Disturbance permit.

Deleted: a commercial, public, semi-public or multi-family, or mixed use

- (b) At the time of the preliminary plat, the bond shall become effective and shall extend for a period of at least two (2) years following final plat approval by the Planning Commission. The bond shall be in the amount of one hundred and fifty percent (150%) of the total cost for the performance of all site work. Said bond shall cover drainage, erosion and siltation damage, if any.

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- (c) The Director of Community Development or other administrative official as designated by the City Council shall determine the prescribed bond, as well as the adequacy and the security thereon.

NOTE: Increases bond requirement for off-site impact.

(2) Notice of Public Hearing:

The Planning Coordinator or designee of the Director of Community Development shall distribute public notice of the time and place of the hearing and shall send notice of public hearing on said preliminary plat by certified mail to the owner of record, the subdivider, and the owners of record of abutting land at least five (5) calendar days prior to the hearing.

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- (2) Said approval shall be authorization to begin work, to proceed with the construction of all minimum improvements as enumerated in *Article 11, Minimum Standards and Required Improvements*, including the grading of streets, and staking of lots, etc.
- (3) Preliminary plat approval does not constitute final plat approval nor does it authorize official recording of the plat nor does it constitute or effect an acceptance by the City of Daphne of any street or other open space shown on the preliminary plat.
- (4) When all required improvements are installed the developer or owner shall in accordance with *Article 11, Minimum Standards and Required Improvements*, request a final inspection by the design engineer, the registered landscape architect, all applicable City departments, public and/or private utility companies, and when applicable, Baldwin County officials. Said inspections shall be conducted prior to submitting an application for final plat approval. Final inspection reports shall be provided with the application for Final Plat approval.

17-4 FINAL PLAT APPLICATION

(a) Subdivider's Responsibility:

Within one (1) year of the date of preliminary plat approval or prior to the expiration of an extension granted by the Director of Community Development or the Planning Commission as prescribed in Section 17-3, Effect of Preliminary Plat Approval, the subdivider shall submit the following to the Department of Community Development:

- (1) File the required application on the prescribed forms;
- (2) Submit a copy of the final plat and as-built drawings of the site in accordance with Section 17-3, Plat Content;

NOTE: Moved Final Plat Application provisions (from page 20) to improve the flow of information.

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- (3) Submit a petition for street acceptance on prescribed forms accompanied by a street maintenance bond in an amount equal to twenty percent (20%) of the total street, utility, and drainage improvements in the subdivision; certification of improvements form signed and sealed by the design engineer and a street test report from an independent testing laboratory noting satisfactory condition of the street;
- (4) Submit filing fee as enumerated in Article 34, the Schedule of Fees;
- (5) Private restrictive covenants and deed restrictions;
- (6) All inspection reports and permits; and,
- (7) Applicable test reports.

These items shall be received in the Department of Community Development not less than thirty (30) calendar days prior to a regularly scheduled meeting of the Planning Commission at which meeting the subdivision plat is to be formally submitted for review.

(b) Final Plat Content:

The final plat shall conform to the conditions of the approved preliminary plat. The final plat shall show sufficient detailed data to readily determine and to accurately reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building line.

The plat shall be clearly drawn on a 24 x 36 inches sheet, at a scale of not less than one hundred (100) feet to the inch, and shall contain all information shown on the current departmental check list for a final plat (see Appendix), which may be modified at the discretion of the Director of Community Development when applicable.

(c) Fees and Application Withdrawal Procedures:

Said fees and procedures are as prescribed in Article 17-3, Fees & Application Withdrawal Procedures, herein.

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(d) Financial Guarantees of Performance in Lieu of Full Installation of Minor Improvements:

(1) The subdivider shall be responsible for the full installation of all required minimum improvements. Prior to the submission of a final plat application all major infrastructure improvements shall be installed. The following may be covered by a financial surety where found appropriate by city staff: final wearing surface; street lights, provided that a "paid in full" service invoice is submitted with the application; and/or minor landscape and streetscape items.

i. With regard to the delayed installation of minor landscape and/or streetscape, one (1) of the following may be accepted as a financial guarantee payable to the City of Daphne: a letter of credit or certified check from an Alabama lending institution in the amount of one hundred and fifty percent (150%) of the cost of the required improvements that remain unfinished.

ii. With regard to the installation of the final wearing surface, a surety may be accepted as a financial guarantee payable to the City of Daphne. Contingent upon a favorable recommendation by the City Engineer, the surety may be eligible for release twenty four (24) months after the installation of the final wearing surface.

One (1) of the following may be accepted as a financial guarantee payable to the City of Daphne: a letter of credit or certified check from an Alabama lending institution in an amount of one hundred and fifty percent (150%) of the cost of the final wearing surface.

(2) A cost estimate for any remaining civil improvements shall be certified and submitted by the design engineer with the application for final plat approval; a cost estimate of any remaining landscaping and/or streetscape improvements must be certified and submitted by the professional landscape architect with the application for final plat approval and the financial guarantee.

(3) Sidewalks around all common areas shall be installed prior to final plat approval. A surety for all remaining sidewalk improvements shall be determined as provided in Section (e) Maintenance Bonds Subsection (2) provided herein.

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NOTE: Eliminates the 90% provision. Now proposes certain items that can be bonded.

Deleted: except sidewalks in the proposed subdivision prior to the submission of a final plat application to the Planning Commission or after no less than ninety percent (90%) of the minimum improvements have been installed, the subdivider may issue a financial guarantee with surety to the City of Daphne that the remaining minimum improvements shall be completed.

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NOTE: renumbered (was 2-4). Adds subsections for landscape, street scape and final wearing surfaces.

Deleted: (b)

LUDO PROPOSED AMENDMENTS

(c) Maintenance Bonds:

Deleted: (b)

- (1) Street Maintenance Bond. The developer/owner shall submit to the Department of Community Development a Street Maintenance Bond payable to the City of Daphne which shall be valid for a period of two (2) years. The bond shall be in an amount equal to twenty percent (20%) of the total street, utility, and drainage improvements in the subdivision. Said bond shall be required as a condition to dedication and acceptance of any new streets within the corporate limits. The Director of Community Development or the City Engineer or other administrative official as designated by the City Council shall determine the adequacy of said bond and security thereon.

The Street Maintenance Bond period shall begin upon the acceptance of the street and drainage improvements by resolution of the City Council. No less than thirty (30) calendar days prior to the expiration of said maintenance bond, an inspection shall be conducted by the City Engineer and the Environmental Programs to ensure that the improvements are in satisfactory condition prior to acceptance.

The Director of Community Development, upon receipt of recommendations of the City Engineer and Environmental Programs, may release or extend a street maintenance obligation. An extension of the Street Maintenance Bond shall be for a period of time no greater than one (1) year. Upon approval of an extension of the original Street Maintenance Bond period, the developer/owner or assign thereof shall submit to the Department of Community Development sufficient proof of the extended bond, and the Director of Community Development or the City Engineer shall determine the adequacy of said extended bond and security thereon.

- (2) Sidewalk Installation Bond. If applicable, the developer/owner shall submit to the Department of Community Development a Sidewalk Installation Agreement, a cost estimate for all undeveloped portions of the planned sidewalk network certified by the project civil engineer, and a financial guarantee of performance to be used by the City of Daphne which shall be valid for a period of two (2) years. The Sidewalk Installation Bond shall be in an amount equal to two hundred percent (200%) of the cost of the required sidewalk improvements for the applicable phase of the subdivision. The Director of Community Development or the City Engineer or other administrative official as designated by the City Council shall determine the adequacy of said bond and security thereon.

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The developer/owner may request renegotiation of the Sidewalk Installation Agreement with the City once fifty percent (50%) of the planned sidewalk network has been constructed. If the planned sidewalk network is not fully installed prior to the expiration date of the Sidewalk Obligation Bond period, or any extension thereof, the City shall cause the sidewalk network to be completed using the funds from the bond.

Prior to the original expiration date of the Sidewalk Obligation Bond period, the developer/owner or assign thereof may submit a request to the Director of Community Development for an extension of the original sidewalk obligation. The sidewalk obligation may be extended beyond the originally specified period with sufficient cause as documented by the developer or assign as follows:

- i. Small Subdivisions. Any recorded subdivision or subdivision phase with less than one thousand (1,000) linear feet of sidewalk shall not qualify for an extension.
- ii. Medium Subdivisions. Any recorded subdivision or subdivision phase with over one thousand (1,000) linear feet of sidewalk but less than five thousand (5,000) linear feet of sidewalk shall be eligible for a 12-month extension.
- iii. Large Subdivisions. Any recorded subdivision or subdivision phase with over five thousand (5,000) linear feet of sidewalk shall be eligible for a 24-month extension.

Upon approval of an extension of the original Sidewalk Obligation Bond period, the developer/owner or assign thereof shall submit to the Department of Community Development sufficient proof of the extended bond, and the Director of Community Development or other administrative official as designated by the City Council shall determine the adequacy of said bond and security thereon.

The Director of Community Development, upon the receipt of recommendations of the City Engineer and Environmental Programs, may release any Sidewalk Installation Bond obligation or portion thereof.

(f) Department of Community Development Review:

The Department of Community Development shall proceed with the final plat review as follows:

NOTE: Moved this language. Located on pages 16 and 17 herein.

Deleted: (c) Subdivider's Responsibility:¶

¶ Within one (1) year of the date of preliminary plat approval or prior to the expiration of an extension granted by the Director of Community Development or the Planning Commission as prescribed in *Section 17-3, Effect of Preliminary Plat Approval*, the subdivider shall submit the following to the Department of Community Development: ¶

¶ <#>File the required application on the prescribed forms; ¶
¶ <#>Submit a copy of the final plat and as-built drawings of the site in accordance with *Section 17-3, Plat Content*; ¶

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¶ <#>Submit a petition for street acceptance on prescribed forms accompanied by a street maintenance bond in an amount equal to twenty percent (20%) of the total street, utility, and drainage improvements in the subdivision; certification of improvements form signed and sealed by the design engineer and a street test report from an independent testing laboratory noting satisfactory condition of the street; ¶

¶ <#>Submit filing fee as enumerated in *Article 34, the Schedule of Fees*; ¶

¶ <#>If applicable, submit a financial guarantee of performance of the remaining ten percent (10%) of the minimum improvements, except sidewalks, and a certified cost estimate of any/all remaining work to be completed; ¶

¶ <#>Private restrictive covenants and deed restrictions; ¶

¶ <#>All inspection reports and permits; and, ¶

¶ <#>Applicable test reports ¶

These items shall be received in the Department of Community Development not less than thirty (30) calendar days prior to a regularly scheduled meeting of the Planning Commission at which meeting the subdivision plat is to be formally submitted for review. ¶

¶ (d) Final Plat Content: ¶

¶ The final plat shall conform to the conditions of the approved preliminary plat. It shall show sufficient detailed data to readily determine and to accurately reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line, and building line. ¶

¶ The plat shall be clearly drawn on a 24 x 36 inches sheet, at a scale of not less than one hundred (100) feet to the inch, and shall contain all information shown on the current departmental check list for a final plat (see Appendix), which may be modified at the discretion of the Director of Community Development when applicable. ¶

¶ (e) Fees and Application Withdrawal Procedures:¶

¶ Said fees and procedures are as prescribed in *Article 17-3, Fees & Application Withdrawal Procedures*, herein. ¶

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(1) Plat Study:

During the thirty (30) calendar days prior to the next regularly scheduled meeting, the Department of Community Development shall review the final plat for compliance with the subdivision regulations and submit any recommendations to the Planning Commission at its meeting.

(2) Commission Action:

The final plat is considered to be formally and officially submitted at the regularly scheduled meeting of the Planning Commission. At this meeting, the Commission may either:

(a) Approve the final plat.

(b) Disapprove the final plat:

Such action may result if the final plat is found to be in conflict with the approved preliminary plat or with the subdivision regulations.

A statement of the reasons for disapproval shall be forwarded by letter to the subdivider and one copy being filed in the records of the Department of Community Development. No certificate of approval shall be given. The subdivider may resubmit the final plat application for another hearing after the corrections as noted by the Planning Commission have been made to the plat.

(c) Delay action on the final plat:

The Commission shall act to approve or disapprove a subdivision plat within thirty (30) calendar days after its formal submission at a regularly scheduled Planning Commission meeting. If the applicant waives this requirement and consents to an extension, then the Commission may delay action on the plat up to thirty (30) additional calendar days.

If no action is taken within the initial thirty (30) calendar day period, or if no action is taken upon the (30) thirty calendar day extension, said plat shall be deemed to have been approved and correspondence to that effect shall be issued by the Commission on request.

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(3) Records:

In any case, the Planning Commission shall retain one (1) copy of the final plat as presented to the Planning Commission in its files with indication in writing of the action taken at the hearing.

If any of the requirements of these regulations are modified or waived, they shall be specified and the reasons therefore given.

NOTE: Reformatted to make this a subsection of its own.

17-5 EFFECT OF FINAL PLAT APPROVAL

- (a) Approval of the final plat by the Planning Commission shall authorize the owner, subdivider, or his agent, to have said plat recorded in the Office of the Judge of Probate of Baldwin County.
- (b) The plat shall be filed prior to the sale of any lot in the subdivision. Copies of all private covenants, deed restrictions, and certifications shall be filed with the final plat. Once approval has been given and endorsed in writing on the plat by the Planning Commission and/or the Director of Community Development, no changes, erasures, modifications or revisions shall be made on said plat.
- (c) In the event that any subdivision plat, when recorded, contains changes which have not been approved by the Planning Commission, said plat shall be considered null and void, and the Planning Commission shall then file the corrected plat as approved, noting the reason for such filing. Any erasures made on a plat prior to its signing shall be initialed and dated by the Planning Commission Chairman or other authorized agent and/or the Director of Community Development, at the time of the signing.
- (d) The approval of the final plat shall be recorded within a period of one (1) year following the date of such approval. Upon recording, the owner or developer shall furnish to the Department of Community Development a copy of the recorded plat and recorded restrictive covenants. Additionally, the Articles of Incorporation for the establishment of a property owner's association shall be furnished to Community Development upon recording. In any event, the developer or assign thereof shall guarantee that the sidewalk installation surety is sufficient in cost and that said surety shall be valid for a period of two years after the first building permit is issued by Building Inspections.
- (e) Approval and recordation of the final plat does not result in the acceptance of any street or other public space shown on the plat. Council resolution accepting dedication of streets is required as noted in Section 17-6, ~~In the event that the subdivider proposes to privately~~

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NOTE: Adds statement re: private drives.

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LUDO PROPOSED AMENDMENTS

maintain the street right(s)-of-way and drainage and utility easements, the developer shall state on the final plat the entity that will maintain said infrastructure. Such information shall also be included in the trust indentures.

17-6 STREETS - PROCEDURE TO ACHIEVE LEGAL STATUS AS A PUBLICLY MAINTAINED RIGHT-OF-WAY.

- (a) The City of Daphne shall not accept, open, improve, maintain, grade or light any street right(s)-of-way and/or drainage and utility easement; authorize water mains, sanitary sewer, or connections to be made to any street, unless:
- (1) The street right(s)-of-way is a part of a subdivision plat approved by the Planning Commission; and,
 - (2) Such street has been accepted or otherwise granted the legal status of a public street; and,
 - (3) The right(s)-of-way corresponds with a street shown on the Comprehensive Plan; and,
 - (4) Petition for acceptance and dedication of the street right(s)-of-way and drainage and utility easement(s) has been accepted and adopted by City Council Resolution.

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NOTE: Also propose to make this a subsection.

LUDO PROPOSED AMENDMENTS

ARTICLE 18

Drainage, Stormwater Management and Erosion Control

(4) Acreage in a tabular format:

Sample Table

	Existing		Proposed	
	Acres	%	Acres	%
Total Area				
Building				
Pavement				
Impervious total				
Pervious total				
Wetlands				
Common area				
Recreation area				

B. Provision for Additional Engineer's Review:

The intent of this provision is to protect and improve water quality and stream conditions within the City of Daphne, particularly those on the ADEM 303(d) List of Impaired Streams. The purpose of this provision is to mitigate the impact of potential or future development in support of the Daphne MS4 permit program and to uphold the provisions of this article.

Where deemed appropriate by the ~~City Engineer~~, any drainage and stormwater management plan submitted for review by the Planning Commission that could impact a stream listed on the ADEM 303(d) Impaired Streams list, may be subject to an additional review by a qualified professional civil engineer with experience in stormwater management (consultant engineer). The applicant/developer/owner may be required to modify stormwater and drainage plans to accommodate the recommendations of the consultant engineer.

All costs incurred for this additional engineer's review shall be paid by the developer/owner/ applicant ~~prior to the submittal of any subsequent application for review.~~

NOTE: Shifts the responsibility to the City engineer in lieu of the Planning Commission

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NOTE: Establishes a time frame for payment

LUDO PROPOSED AMENDMENTS

NOTE: Proposes a supplemental surety requirement to requests for a stream or wetland buffer zone modification.

~~(4) Any request for a modification to any stream or wetland buffer zone shall be reviewed by the Planning Commission. The design engineer must demonstrate the need for the proposed modification through safety or design specifications. Each request will be considered on a case by case basis. If a stream or wetland buffer zone modification is approved, the project developer shall provide a bond in an amount determined by the Planning Commission on a case by case basis. The contractor selected to perform work within the specified stream or wetland buffer area shall carry Errors and Omissions Insurance at a minimum coverage of at least one million dollars (\$1,000,000). The bond and proof of said coverage shall be provided prior to the issuance of the Site Disturbance Permit.~~

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(5) Existing subdivisions platted, prior to the acceptance of this ordinance, are grandfathered from the buffer requirements.

Deleted: the design engineer shall demonstrate through safety or design specifications the need for the modification.

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(6) Individual property owners within existing subdivisions shall be responsible for compliance with US Army Corp of Engineers 404 Wetland Regulations. *At any time during or prior to site disturbance, if it is determined by the City of Daphne or a consultant thereto that the parcel potentially has wetlands, the City shall require a wetland delineation of the parcel.*

E. Operations in Lakes or Natural Watercourses:

Land-disturbing activity in connection with construction, in, on, over, under a lake, or natural watercourse shall be planned and conducted in such a manner as to minimize the extent and duration of disturbance of the stream channel. Any and all state and federal permits for such activities shall be obtained and submitted to the City prior to issuance of the Site Disturbance Permit.

F. Permanent Downstream Protection of Stream Banks and Channels:

Provision shall be made for the permanent protection of off-site stream banks and channels from the erosive effects of increased velocity and volume of stormwater runoff resulting from certain land-disturbing activities.

G. Phasing and Platting:

The effective acreage for a project is not limited to a fractional part of the total concept, rather if a project is developed in phases of small plats, the total acreage of the conceptual project shall be considered. Phasing is required on all site disturbance areas of seventeen and one half (17.5) acres, i.e., seven hundred-fifty thousand square feet (750, 000 sq. ft.) or more. The size of each phase will be limited to 17.5 acres or as deemed appropriate by the

LUDO PROPOSED AMENDMENTS

Planning Commission. The Planning Commission may allow exceptions to the phasing requirement on a case by case basis. In such case, the design engineer shall provide enhanced construction best management practices to ensure maximum mitigation to prevent off-site and water quality impacts.

LUDO PROPOSED AMENDMENTS

Article 21 Board of Zoning Adjustment

- (3) Said meetings of said Board shall be held at the call of the Chairman and at such other times as said Board may determine.

The Chairman, or in his/her absence, the acting Chairman, may administer oaths and compel the attendance of witnesses by subpoena.

- (4) All meetings shall be open to the public and are governed by the Alabama Open Meetings Act 2005- 40, as amended.
- (5) Said Board shall keep minutes of its proceedings, show the vote of each member upon questions, if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the Office of the City Clerk and shall become public record.

(f) Duties and Powers:

The Board shall have the following duties and powers:

(1) Administrative Appeal:

To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the Director of Community Development, Zoning Enforcement Officer, Code Enforcement Officer or other administrative official, involved in the enforcement of this Ordinance.

(2) Special Exceptions:

To hear and decide special exceptions to the terms upon which said Board is required to pass under this Ordinance. Such special exception may be granted in such individual case upon finding by the Board that:

- (a) The overall development would be in harmony with the vicinity; and orderly.
- (b) Adequate utilities and public services are available.
- (c) The use would not create an adverse impact to the health, safety and public welfare of the vicinity.
- (d) Mitigating efforts exist to reduce any potential minor impacts to the vicinity.

NOTE: provides considerations for approval.

LUDO PROPOSED AMENDMENTS

official, involved in the enforcement of this Ordinance.

21-3 LIMITATION, WITHDRAWAL, CITIZEN APPEALS

- (a) A property owner, or his/her appointed agent, shall not initiate action for a hearing before the Board relating to the same parcel of land, for which the request was not approved by the Board, more often than once every twelve (12) months on the same request.
- (b) Any petition for a hearing before the Board may be withdrawn prior to action thereon by the Board at the discretion of the person initiating such a request upon providing written notice to the Recording Secretary of the Board.
- (c) Any person or persons severally or jointly aggrieved by any decision of the Board may, within fifteen (15) calendar days thereafter, make an appeal to the circuit court or the like jurisdiction, by filing with the Board of Zoning Adjustment a written notice of appeal specifying the judgment or decision from which appeal is taken.

NOTE: Provides a 12-month wait period to all appeal types to reapply rather than just one type appeal.

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21-4 FEES

An appeal to the Board of Zoning Adjustment for administrative review, special exception, variance, in addition, the actual costs for legal advertisements of the request and notifications to parties in interest shall be accompanied by the appropriate fee as more specifically enumerated in *Article 34, Schedule of Fees*.

Fees paid for appeals to the Board of Zoning Adjustment in accordance with *Section 21-1, Subsection (f), (1), Administrative Review*, after the Board has acted on an appeal may be returned to the appellant by resolution of the City Council, if the Board has ruled in favor of the appellant, and it is deemed appropriate to do so.

NOTE: adds clarification

LUDO PROPOSED AMENDMENTS

ARTICLE XXX PLANNED UNIT DEVELOPMENT DISTRICT

30-1 GENERAL

The Planned Unit Development (PUD) District is designed to permit flexible development of projects which are comprehensively planned as a single development with a functional master development plan which fully considers the entire site as an integrated project and gives broad consideration to impacts and relationships to surrounding areas. The PUD District permits flexibility in locating buildings, mixtures of building types, land uses and open spaces. In permitting such flexibility, the City Council should consider goals in the City comprehensive plan and other broad public benefits demonstrated in a master development plan. Upon recommendation by the Planning Commission or with sufficient cause, the City Council may attach conditions to a master development plan proposed for a PUD to safeguard the public health, safety, morals and general welfare of the City of Daphne.

In theory, a PUD zoned development, could modify (increase or decrease) the minimum setbacks, lot area and lot width, increase building height, minimum sidewalk and street standards, minimum parking requirements, while providing a more desirable area for open space and amenities for public and private use. Where such flexibility is permitted as established in this section and in the subdivision regulations, PUD project design and construction shall follow a PUD General Plan which shall be prepared in accordance with the development procedure prescribed in this Article. Where PUDs are permitted, regulations adapted to the unified development are intended to accomplish the purposes of zoning and subdivision regulations.

Overall, the City desires PUD zoning to produce development that is superior to development designed under conventional zoning and subdivision regulations. Each PUD should provide public benefits that promote the best interest of the city. In general, a public benefit shall be construed as one which furthers the goals and objectives provided in the city's master plan. The city's master plan includes the comprehensive plan, unified development code, transportation plan, capital improvement plan, or other plans of a similar nature.

NOTE: Adds more information regarding the requirement for public benefit.

30-2 PURPOSE

The purpose of this Article is to provide standards for the Planned Unit Development (PUD) zoning district, and to provide the procedures for PUD review and amendment.

LUDO PROPOSED AMENDMENTS

Fees Article 34

ARTICLE XXXIV SCHEDULE OF FEES

34-1 FEES

With the exception of sign permits, the following is a schedule of fees assessed by the Department of Community Development in the administration of the Land Use and Development Ordinance. Sign permit requests shall be reviewed by the Code Enforcement Officer as provided in *Article 33, Sign Provisions*.

NOTE: Proposes to increase fees for inspections and reinspections

Description	Fee
Administrative Review Request-BZA	\$300.00
Annexation with R-1 zoning	n/a
Annexation with Zoning Petition ^a	\$500.00
Certificate of Occupancy Request for Final - Inspection^c	\$1,000.00
Certificate of Occupancy Request for Final - Reinspection^c	\$1,000.00
Final Plat Application (Includes Final Inspection)^c	The greater of \$2,500.00 or \$50 per lot
Final Plat Request for Reinspection^c	The greater of \$2,500.00 or \$50 per lot
Grand Opening Sign Permit	\$25.00
Master Plan Review or Master Plan Amendment Review	\$50.00
Mobile Home Park Annual License	Contact Revenue Department
Mobile Home Park Application	See Site Plan
Notice to Public by Certified Mail Per adjoining property owner plus one	Standard Rate of USPS
Plat Amendment	\$100.00
Preliminary or Preliminary/Final Plat Application ^a	\$300.00
Public Hearing Advertisement Fee	\$125.00
Request for the Extension (Site Plan or Preliminary Subdivision Plat approval)	\$100.00 per request
Request for the Extension of Reversionary Period	\$500.00
Sign Permit	\$2.50 per square foot (minimum \$25.00)

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LUDO PROPOSED AMENDMENTS

Site Disturbance Permit Said fee is based upon site costs, not to include cost of building construction. Application shall be accompanied by a cost estimate of incomplete work certified by the project engineer.	\$20.00 application fee plus \$5.00 per \$1,000 or fraction thereof
Site Plan Application	\$500.00
Site Plan Renewal/Extension Fee	\$100.00
Special Exception Application ^a -BZA	\$300.00
Subdivision Per Lot Fee	\$20.00
Subdivision Plat Exemption and/or Modification	\$50.00
Vacation of Easement and/or Right-of-Way	\$200.00
Variance Application ^a -BZA	\$300.00
Zoning Amendment Application ^a	\$500.00

NOTES:

- a. Any application which requires a public hearing shall be assessed a fee determined as follows: [application fee + ((public notice fee) x (number of adjacent properties, plus one)) + \$125.00].
- b. Subdivisions requiring a public hearing shall be calculated as above plus an additional fee for each lot (number of lots) x (per lot fee).
- c. Sign permit applications shall be submitted to the City of Daphne Revenue Department.
- d. Mobile Home Park Annual License shall be submitted to the City of Daphne Revenue Department.
- e. All final inspection/reinspection fees shall be paid by the developer or contractor prior to Community Development Director signing any Certificate of Occupancy and/or any Final Plat.

NOTE: Adds final plat reinspection fees

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: October 30, 2023
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development
SUBJECT: Official City of Daphne Zoning Map Update

A handwritten signature in blue ink, appearing to be "AJ", located next to the "FROM" line of the memorandum.

At the October 26, 2023 regular meeting of the City of Daphne Planning Commission, six members were present. The motion carried unanimously to set forth a favorable recommendation to approve the Official City of Daphne Zoning Map (codifications were approved between June 1, 2021 through October 31, 2023).

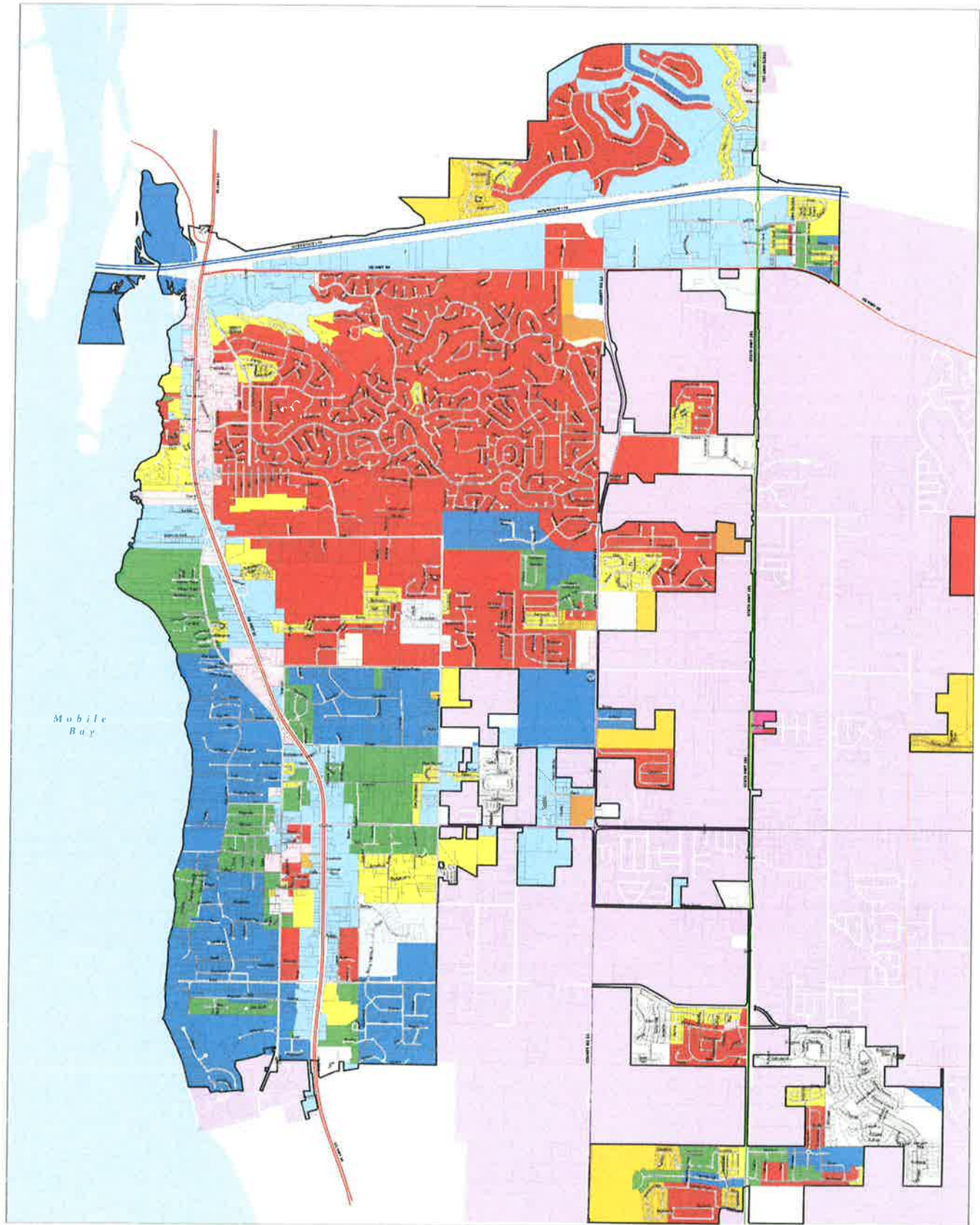
Attached please find the appropriate documentation and action of the Daphne Planning Commission.

Upon receipt of said documentation, please prepare an ordinance for placement on the City Council agenda to set a public hearing.

Thank you,
ADJ/jv

Attachment(s)

cc: file



This map is a summary of the zoning map and is not intended to be used as a legal document. For a complete and accurate description of the zoning map, please refer to the official zoning map and the zoning ordinance. The City of Daphne is not responsible for any errors or omissions on this map. The City of Daphne is not responsible for any damages or losses resulting from the use of this map. The City of Daphne is not responsible for any damages or losses resulting from the use of this map.



- Legend**
- Residential Single-Family (RSF)
 - Residential Medium-Density (RMD)
 - Residential Low-Density (RLD)
 - Commercial (C)
 - Industrial (I)
 - Agricultural (A)
 - Institutional (IN)
 - Public Use (PU)
 - Special Use (SU)
 - Unzoned (U)

Zoning Map Edits

Background:

This map update includes map amendments which have resulted from annexation, pre-zoning and rezonings that were been approved by the City Council between the months of June 1, 2022 to October 31, 2023.

Staff Recommendation:

Staff recommended that the Planning Commission set forth a favorable recommendation to City Council to adopt the amended Official Zoning Map and the Official Street Map.

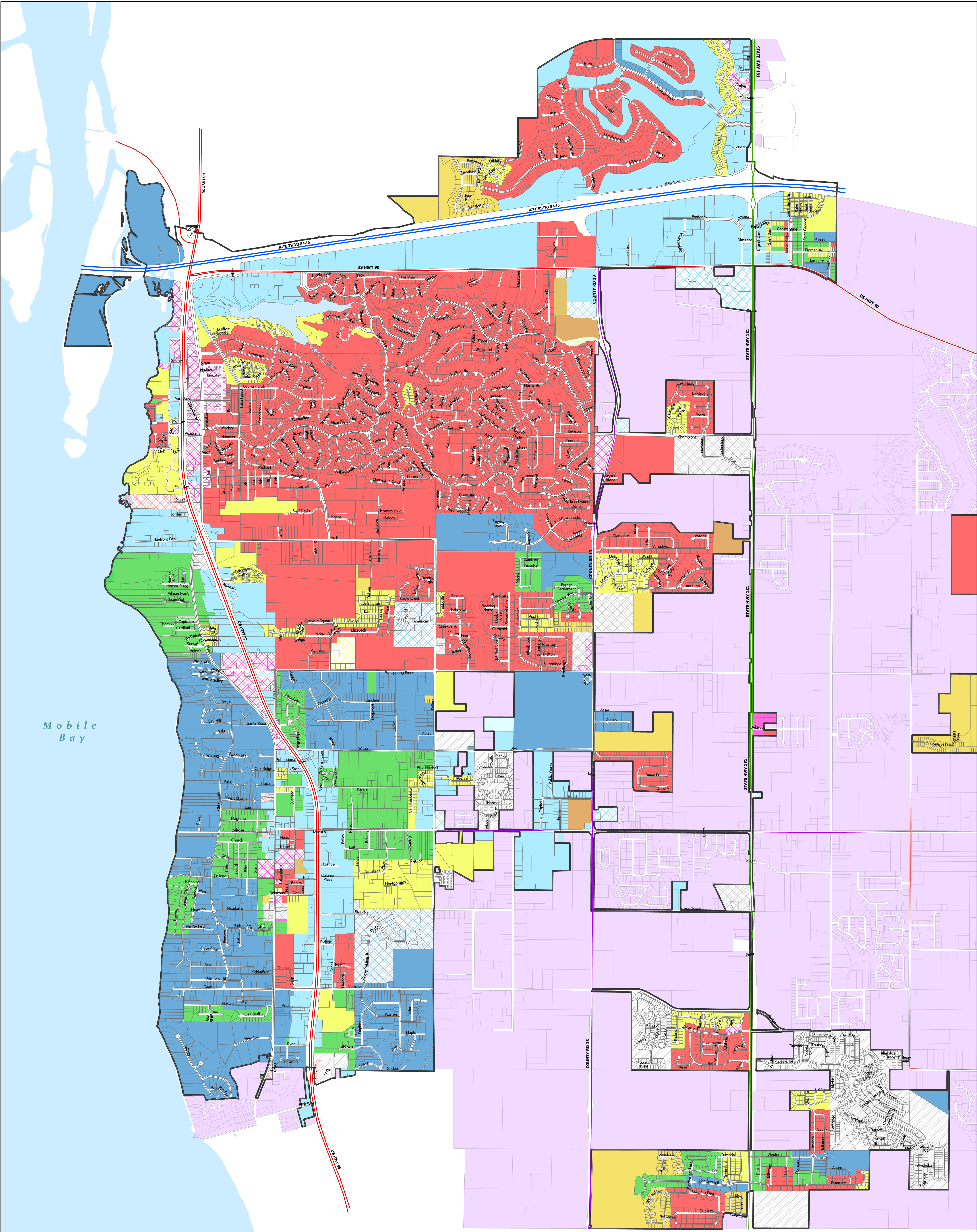
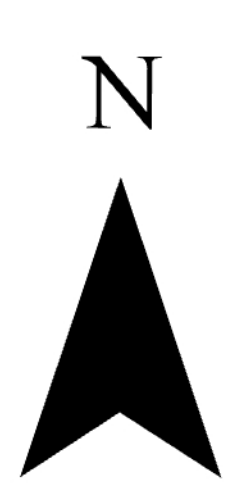
Planning Commission Recommendation:

On October 26, 2023, the Planning Commission set forth a unanimously favorable recommendation to City Council to adopt the amended Official Zoning Map.

Legislative Annexation	Governor Approval Date	Act #	Zoning Classification	Property Size (Acres)
N/A				
Annexation by Council Action	Council Approval Date	Council Action Ordinance #		Property Size (Acres)
Ann E. Berga & Teresa Warner	07/05/22	2022-39		49.9
KJC Investments, LLC	08/01/22	2022-49		52.48
Infirmity Health Systems, Inc	01/03/2023	2022-73		36.18
Daphne Rangers Academy	06/05/23	2023-19		10.34
Roy and Cynthia Wulff Revocable Trust	07/17/23	2023-25		6
Baldwin County Commission (Belgrove Ave)	08/07/23	2023-22		0.47
Sirmon Property	08/07/23	2023-28		20
O'Gwynn Properties, LLC	09/05/23	2023-32		4.25
Prezoning	Council Approval Date	Ordinance #	Zoning Classification	Property Size (Acres)
Ann E. Berga & Teresa Warner	07/05/22	2022-38	R-6(G)	49.9
KJC Investments, LLC	08/01/22	2022-47	B-2	52.48
Infirmity Health Systems, Inc	01/03/2023	2022-72	B-2(a)	36.18
Daphne Rangers Academy	06/05/23	2023-18	C-2	10.34
Roy and Cynthia Wulff Revocable Trust	07/17/23	2023-24	B-1(a)	6
Sirmon Property	08/07/23	2023-27	R-6(G)	20
O'Gwynn Properties, LLC	09/05/23	2023-31	B-2(a)	4.25
Rezoning Petitions	Council Approval Date	Ordinance #	Old/New Zoning Classification	Property Size (Acres)
Great Magnolia Properties, LLC	07/05/22	2022-37	B-1/B-2(a)	4.03
KJC Investments, LLC	08/01/22	2022-48	B-2	3.94
Olde Towne Properties	08/01/22	2022-50	B-1(a)	0.19

City of Daphne Zoning Map

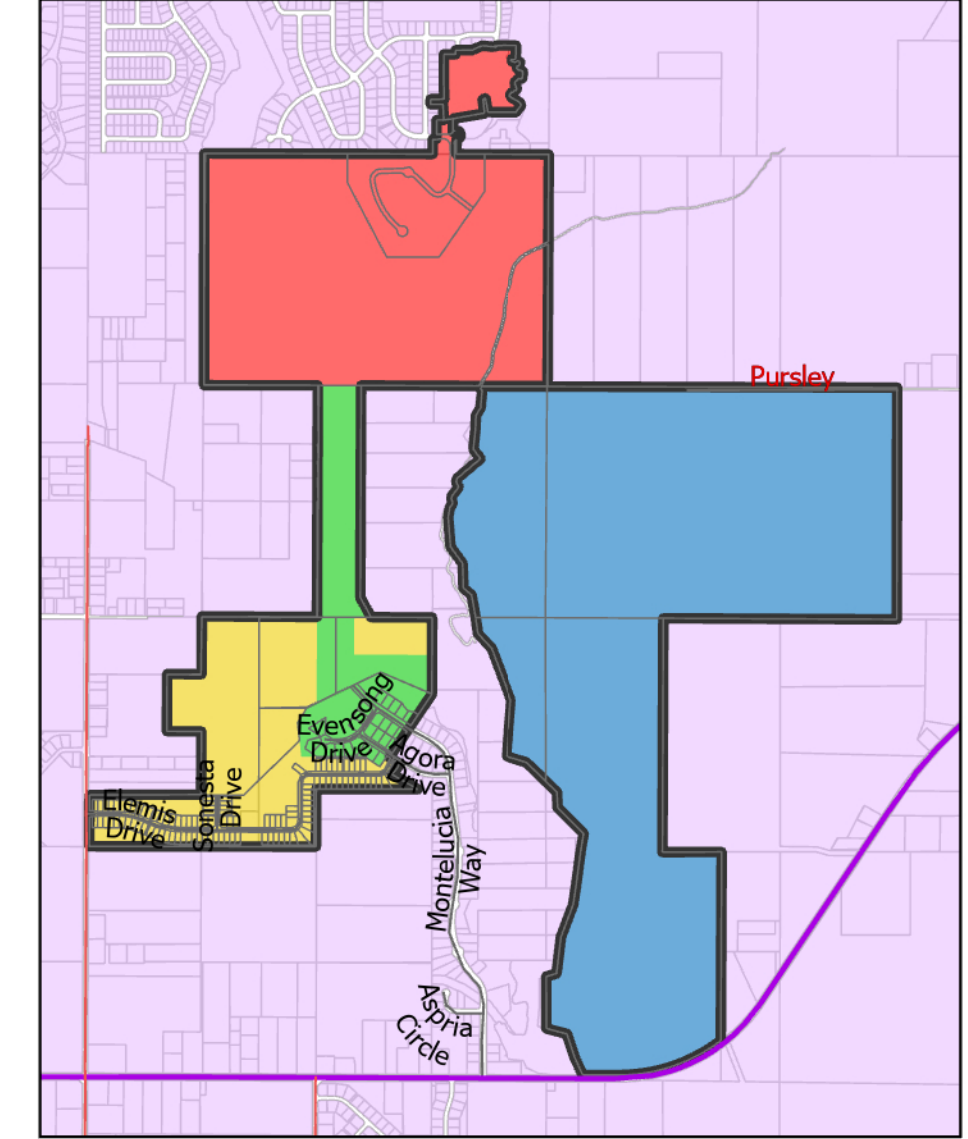
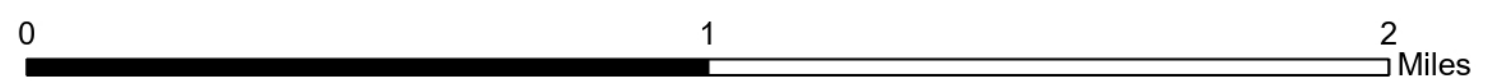
Per Ordinance xxxx-xx Adopted by City Council on xxx xx, 2023



Maps serve a purely illustrative function and do not constitute a legally certified survey.

The information within the datasets disseminated by the City of Daphne is sourced from a diverse range of both public and private origins, which are generally considered to be reliable. However, the City of Daphne does not provide guarantees as to the accuracy, comprehensiveness, or completeness of this information. The City of Daphne disclaims all express or implied warranties concerning the accuracy, comprehensiveness, currency, reliability, or appropriateness of the information or data originating from the City Geographic Information System.

Furthermore, the City of Daphne, its representatives, agents, or employees assume no liability associated with the utilization of this data and accept no responsibility for its maintenance in any manner or form. For any inquiries related to zoning or any dataset, please direct your queries to the City of Daphne, Community Development Department at 251-620-1000.



- ET JURISDICTION
- Zoning as of 10/09/2023
- B-1 Local Business
 - B-1A Limited Local Business District
 - B-2 General Business
 - B-2A General Business Alternate
 - B-3 Professional Business
 - C-2 Outdoor Amusement
 - CI Commercial/Industrial
 - GC Golf Course
 - MU Mixed Use
 - PUD Planned Unit Development
 - R-1 Low Density Single Family Residential
 - R-2 Medium Density Single Family Residential
 - R-3 High Density Single Family Residential
 - R-4 High Density Single Multi-Family Residential
 - R-5 Middle Home Residential
 - R-6D Double Two Family
 - R-6C Garden or Patio Home
 - R-7A Apartment
 - R-7M Mid-Rise Condominium
 - R-7D Townhouse
 - Park
 - Streets
 - Daphne City Limits
 - Water Bodies
- Map Updated: 10/09/23 89

**CITY OF DAPHNE
RESOLUTION 2023-54**

REVISIONS TO CITY OF DAPHNE STREET MAP

WHEREAS, the Planning Commission of the City of Daphne, Alabama at their regular meeting held on October 26, 2023, approved a favorable recommendation to the City Council of the City of Daphne, Alabama for a revision to the City of Daphne Street Map as presented at said meeting; and

WHEREAS, said revision to street map is necessary due to additional streets being added to and accepted by the City; and

WHEREAS, the City Council of the City of Daphne, Alabama, after due consideration, and upon the recommendation of the Planning Commission of the City of Daphne, believes it is in the best interest of the health, safety and welfare of the citizens of the City to accept the revisions to the City of Daphne Street Map; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, as follows:

SECTION I: ADOPTION OF MAP

THAT the City of Daphne Street Map was considered by the City of Daphne Planning Commission on October 26, 2023, and having made a favorable recommendation to the City Council and said revised map being attached hereto as Exhibit "A" is hereby adopted as the official "City of Daphne Street Map."

SECTION II: REPEALER

THAT Resolution 2022-40 entitled "Revisions to City of Daphne Street Map" is hereby repealed in its entirety and any Resolution(s) or parts of Resolution(s) conflicting with the provisions of this Resolution are hereby repealed insofar as they conflict.

SECTION III: EFFECTIVE DATE

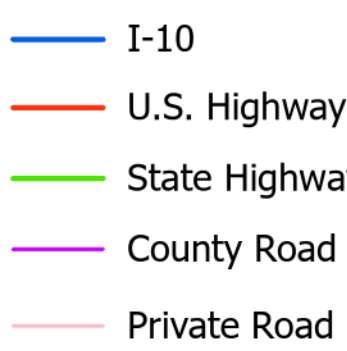
THAT This Resolution shall take effect and be in force from and after the date of its approval by the City Council of the City of Daphne, Alabama.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THIS THE _____ DAY OF _____, 2023.

Robin Le Jeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk



Furthermore, the City of Daphne, its representatives, agents, or employees assume no liability associated with the utilization of this data and accept no responsibility for its maintenance in any manner or form. For any inquiries related to zoning or any dataset, please direct your queries to the City of Daphne, Community Development Department at 251-620-1000.

**COMMUNITY DEVELOPMENT
INTERNAL MEMORANDUM**



DATE: October 30, 2023
TO: Office of the City Clerk
FROM: Adrienne Jones, AICP, Director of Community Development 
SUBJECT: Official City of Daphne Street Map Update

At the October 26, 2023 regular meeting of the City of Daphne Planning Commission, six members were present. The motion carried unanimously to set forth a favorable recommendation to approve the Official City of Daphne Street Map (codifications were approved between June 1, 2021 through October 31, 2023).

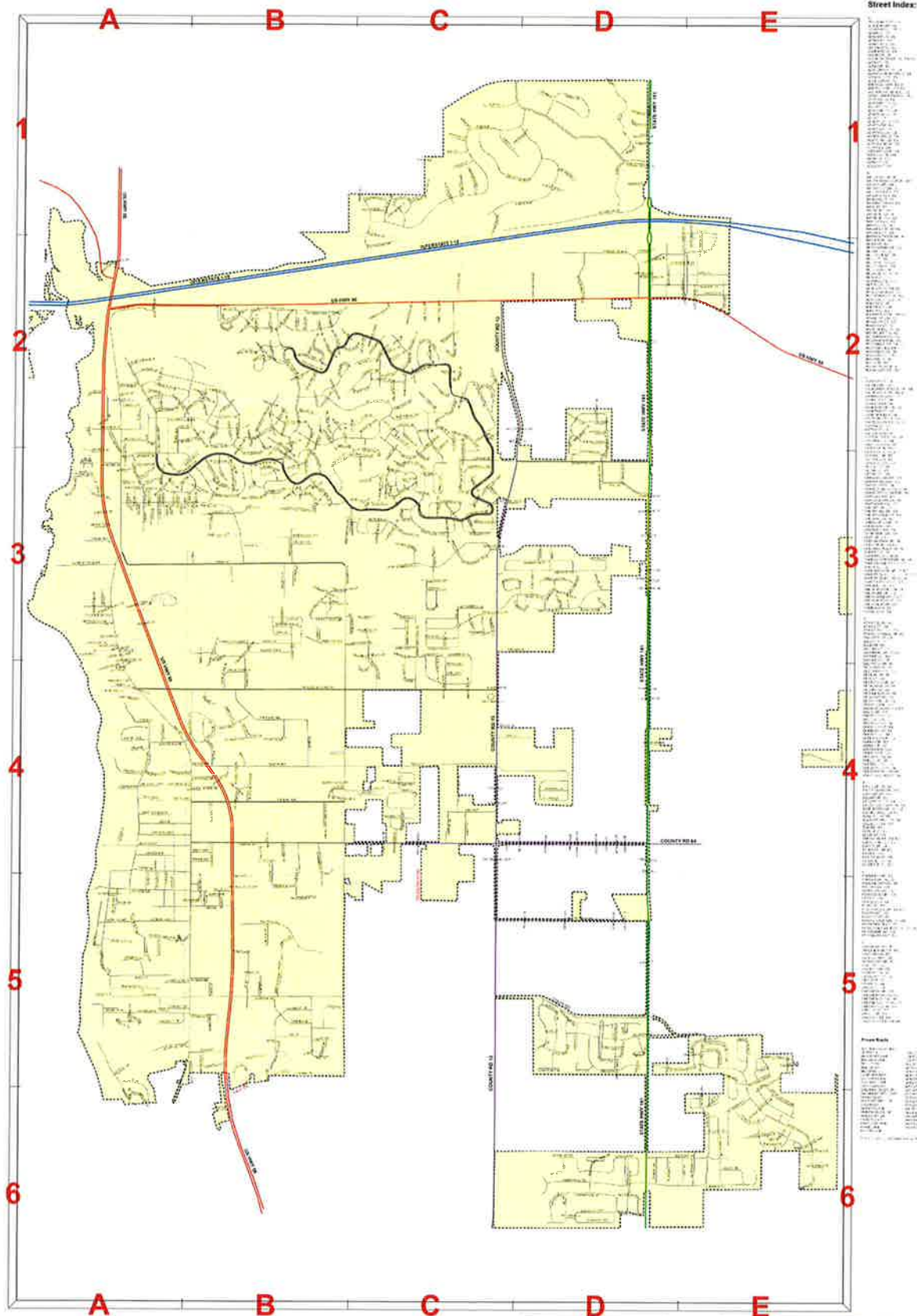
Attached please find the appropriate documentation and action of the Daphne Planning Commission.

Upon receipt of said documentation, please prepare a resolution for placement on the City Council agenda.

Thank you,
ADJ/jv

Attachment(s)

cc: file



Street Index:

Page 66

Legend

- I 10
 U.S. Highway
 State Highway
 County Road
 Private Road
 Streets
 Parks
 DePaul City Units

Street Map Edits

Background:

This map update includes map amendments which have resulted from street acceptances and annexations that have been approved by the City Council between the months of June 1, 2022 to October 31, 2023.

Staff Recommendation:

Staff recommended that the Planning Commission set forth a favorable recommendation to City Council to adopt the amended Official Zoning Map and the Official Street Map.

Planning Commission Recommendation:

On October 26, 2023, the Planning Commission set forth a unanimously favorable recommendation to City Council to adopt the amended Official Street Map.

Legislative Annexation	Governor Approval Date	Act #	Zoning Classification	Property Size (Acres)
N/A				
Annexation by Council Action	Council Approval Date	Council Action Ordinance #	Property Size (Acres)	
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KJC Investments, LLC	08/01/22	2022-49	52.48	
Infirmity Health Systems, Inc	01/03/2023	2022-73	36.18	
Daphne Rangers Academy	06/05/23	2023-19	10.34	
Roy and Cynthia Wulff Revocable Trust	07/17/23	2023-25	6	
Baldwin County Commission (Belgrove Ave)	08/07/23	2023-22	0.47	
Sirmon Property	08/07/23	2023-28	20	
O'Gwynn Properties, LLC	09/05/23	2023-32	4.25	
Street Acceptances	Approved	Resolution #	Linear Feet	Miles
French Settlement Phase 4A	4/18/22	2022-14	324	0.06
Jubilee Farms Phase 11	5/16/22	2022-23	4,642	0.879
Jubilee Farms Phase 14	07/05/22	2022-41	1,202	0.23
Jubilee Farms Phase 13	4/03/2023	2023-12	2,608	0.49
The Reserve at Daphne Phase 2	5/15/23	2023-30	6,576	1.25
French Settlement Phase 4B	6/05/23	2023-32	1,277	0.24

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2023-55**

**SETUP NEW DEPOSITORY ACCOUNT AND FUND:
2023 CONSTRUCTION FUND ACCOUNT**

WHEREAS, the City of Daphne will be issuing the 2023 Warrants and will be receiving approximately \$9,000,000 in proceeds for the purpose of renovating the Justice Center and aiding in construction costs for the new Animal Shelter; and

WHEREAS, a new Capital Project fund will be created to record the transactions of the 2023 Warrants proceeds and the cash funds received are requested to be transferred to a new account in order to be more consistent with the administration and services other City's accounts currently have; and

WHEREAS, the rates and services of several financial institutions were evaluated; and

WHEREAS, staff has made recommendations for the award of such banking services.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, that

1. Designate Synovus Bank as the depository for the 2023 Construction Fund Account; and
2. The Mayor and Finance Director are hereby authorized and directed to do or perform or cause to be done or performed in the name of and on behalf of the City such other acts, and to execute, deliver, file and record such other instruments, documents, certificates, notifications and related documents, all as shall be required by law or necessary or desirable to carry out the provisions and purposes of this resolution to open the 2023 Construction Fund Account.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2023-39**

**AN ORDINANCE TO ESTABLISH THE SALARY OF THE CITY COUNCIL
MEMBERS**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE,
ALABAMA, AS FOLLOWS:**

SECTION ONE:

That the salary of the City Council President of the City of Daphne commencing the first Monday in November, 2025 shall be and the same is hereby fixed at \$19,000 annually to be paid on the same pay cycle as city employees.

SECTION TWO:

That the salary of the City Council Vice-President of the City of Daphne, commencing the first Monday in November, 2025, shall be and the same is hereby fixed at \$16,200 annually to be paid on the same pay cycle as city employees.

SECTION THREE:

That the salary of the City Council Members of the City of Daphne, commencing the first Monday in November, 2025 shall be and the same is hereby fixed at \$15,000 annually to be paid on the same pay cycle as city employees.

SECTION FOUR:

That the City Council Members shall be entitled to a cell phone, laptop and/or tablet. Council Members shall also be entitled to purchase city health insurance at the city's cost to be deducted from their council pay.

SECTION FIVE:

That Ordinance 2016-07 and any other ordinance setting forth the salary of the City Council Members is hereby repealed to the extent that the provisions of such Ordinance conflict with the provisions hereof.

SECTION SIX:

That this Ordinance shall become effective upon adoption and publication as required by law, and shall continue in force and effect until repealed by action of the Council.

**ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE,
ALABAMA** on this _____ day of _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk

**CITY OF DAPHNE
ORDINANCE 2023-40**

ESTABLISHING THE SALARY OF THE MAYOR

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA,
AS FOLLOWS:**

SECTION ONE:

That the salary of the Mayor of the City of Daphne commencing the first Monday in November, 2025 shall be and the same is hereby fixed at One Hundred Twenty Five Thousand Dollars (\$125,000.00) annually, to be paid on the same pay cycle as city employees.

SECTION TWO:

That as additional compensation, the Mayor shall be entitled to reimbursement for use of his/her personal vehicle at the rate of reimbursement according to the current Internal Revenue rate.

SECTION THREE:

That the Mayor shall be entitled to all health care benefits, which may be provided for full-time employees of the City of Daphne, and to a cell phone and laptop/and or tablet.

SECTION FOUR:

That Ordinance 2016-06 and any other ordinance setting forth the salary of the Mayor is hereby repealed to the extent that the provisions of such Ordinance conflict with the provisions hereof.

SECTION FIVE:

That this Ordinance shall become effective upon adoption and publication as required by law, and shall continue in force and effect until repealed by action of the Council.

**ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE,
ALABAMA** on this _____ day of _____, 2023.

Robin LeJeune, Mayor

ATTEST:

Candace G. Antinarella, MMC, City Clerk