**The City of Daphne**
**Planning Commission Minutes**
**Regular Meeting of November 21, 2019**
**Council Chamber, City Hall - 5:00 P.M.**

**Call to Order:**

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:**

Bo Tucker
Ed Kirby
Andrew Prescott, Vice Chairman
Ron Scott
Phillip Hodgson, Secretary
Hudson Sandefur
Chief White

**Staff Present:**

Adrienne Jones, Director of Community Development
Jan Vallecillo, Planning Coordinator
Patrick Dungan, Attorney
Troy Strunk, Executive Director, City Development
Ashley Campbell, Environmental Programs Manager

The first order of business is the approval of the minutes.

Vice Chairman asked for questions, comments or corrections to the minutes ***of the regular meeting of October 24, 2019. There being none, minutes are approved as submitted.***

The next order of business is final plat review for Jubilee Farms Subdivision, Phase Five.

An introductory presentation was given by Steve Pumphrey, representative of Dewberry, requesting final review of Jubilee Farms Subdivision, Phase Five located southeast of Austin Road and Alabama Highway 181. He stated we have been working diligently to address the deficiencies and request approval conditioned upon the completion of the remainder of the improvements.

Vice Chairman asked for Commission questions or comments.

Ms. Jones advised that staff, Troy Strunk & Ashley Campbell, and Steve Harbin, Forestar (USA) Real Estate Group, have met to discuss a conclusion of a recommendation for the final plat that would be appropriate and is not the typical recommendation to not to sign the plat; in this case, the recommendation is to not issue building permits conditioned upon completion of the improvements to allow for more time and the developer can still achieve his goal of recording the plat.

Ms. Jones stated when the preliminary plat was originally approved the Commission granted a waiver of the buffer requirement for the wetland area highlighted as Lots 260, 261, 262 and 263 and others were impacted. She also outlined stability and erosion control issues near the detention ponds and areas shown on Exhibit A which require sodding; therefore, our recommendation is that no building permits shall be issued until such time as these conditions have been satisfied: a surety bond is provided to guarantee the grassing of all common areas in this phase; completely sod the back slopes of the lake in Common Area 3 as shown on Exhibit A; installation of the proposed boardwalk as shown on the approved construction plans; restoration of impacted wetland buffers; to plant an additional six to eight Magnolia trees; removal of gravel in that area; and, properly posting protection signs in wetland buffer areas.

Vice Chairman asked if the developer was in agreement with these terms. Mr. Harbin concurred.

Chief White asked about the purpose and the enforcement of wetland protection signs. Ms. Campbell noted that wetland protection signs are designed by the developer to protect the wetland buffer areas.

Mr. Scott noted that this subdivision is located in the Weeks Bay Protection Area and that Baldwin County has shown interest in applying for grants for its protection because it is an important watershed.

Vice Chairman asked for Commission questions or comments and a motion.

A **Motion** was made by Mr. Scott and **Seconded** by Mr. Kirby ***to approve the final plat for Jubilee Farms Subdivision, Phase Five with the following conditions: no building permits will be issued until the developer submits a surety for grassing all common areas; completely sods the back slope of the lake of Common Area 3 as shown on Exhibit A; installs the proposed boardwalk in accordance with approved plans; restores wetland buffers, adds 6 to 8 Magnolia trees and removes gravel; and, properly posts wetland protection signs in the wetland buffer area. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is final plat review for Oldfield Subdivision, Phase 3B.

An introductory presentation was given by Steve Pumphrey, representative of Dewberry, requesting final review of Oldfield Subdivision, Phase 3B, Five located south and west of Oldfield Subdivision, Phase One. He stated we have been working diligently to address the deficiencies and request approval conditioned upon the completion of the remainder of the improvements.

Vice Chairman asked for Commission questions or comments and about conditions of approval.

Ms. Campbell expressed concern about the construction of the swale on the north side of the subdivision and completion of landscaping/irrigation.

Vice Chairman asked for Commission questions or comments and a motion.

A **Motion** was made by Mr. Scott and **Seconded** by Mr. Kirby ***to approve the final plat for Oldfield Subdivision, Phase 3B with the following conditions: no building permits will be issued until the developer submits a surety for landscaping and irrigation; installs swales as per the approved construction plans; and, addresses other items discussed by staff. There was no discussion on the motion. The Motion carried unanimously.***

The next order of business is final plat review for the Resubdivision of Lots 1, 6 & 7, DISC Subdivision.

An introductory presentation was given by Steve Pumphrey, representative of Dewberry, requesting preliminary/final review of the Resubdivision of Lots 1, 6 & 7, DISC Subdivision located west of the southwest corner of the intersection of Alabama Highway 181 and Champions Way. He presented an overview of the modifications the DISC Subdivision: Lot 1, Lot 1A and 1B were created by the construction of the roadway system and infrastructure; Lot 6, a sloped easement was added; and Lot 7, the boundary of the lot changed due to a change in the right-of-way.

Vice Chairman asked for Commission questions or comments.

Mr. Pumphrey stated after approval of the modifications to the plat, we will be requesting street acceptance.

Mr. Pumphrey stated initially, a color rendering was presented and approved by the Commission as a master plan; with regard to the presentation of a revision of the master plan, it may become necessary for the Industrial Development Board to carve out additional lots for marketing purposes, but there is not a definite plan.

Mr. Scott asked about the aesthetics of property and signage. Steve Carey, Industrial Development Board President, responded that the board has a yearly maintenance agreement for landscaping and is currently closing out the contract with SJ&L to acquire signage and begin marketing the property.

Vice Chairman asked for Commission questions or comments and a motion.

A **Motion** was made by Mr. Scott and **Seconded** by Mr. Hodgson ***to approve the preliminary/final plat for the Resubdivision of Lots 1, 6 & 7, DISC Subdivision. There was no discussion on the motion. The Motion carried unanimously.***

Ms. Jones asked Commissioners to familiarize themselves with the regulatory side of an AirBnB, VRBO and other online platforms for non-traditional transient accommodations.

The next order of business is public participation.

Vice Chairman asked for public participation.

None presented.

The next order of business is the attorney's report.

Mr. Dungan stated no report.

The next order of business is commissioner's comments.

None presented.

The next order of business is director's comments.

Ms. Jones presented the upcoming meeting dates. Site Preview is December 11, and the Regular Meeting is December 19, 2019. She also mentioned the upcoming Christmas holiday festivities to be held at the city and wished everyone a Happy Thanksgiving!

***There being no further business, the meeting was adjourned at 5:26 p.m.***

***Respectfully submitted by:***

Jan Vallecillo

Jan Vallecillo, Planning Coordinator

**Approved:** December 19, 2019

Mary E Bergin

Marybeth Bergin, Chairman