PLANNING COMMISSION MEETING MINUTES
JACKSONVILLE, ALABAMA
November 15, 2018

The Planning Commission of the City of Jacksonville, Alabama, met in regular session on November 15, 2018, at 6:00 p.m. in the Meeting Room at City Hall Annex #1, 300 Church Avenue, SE. Members present were: T. L. Thompson - Chairman, Penn Wilson – Secretary, Coty Galloway, Ronnie Thomas, Jarrod Simmons, and Herschel Harris. City Staff in attendance was Mark Stephens - Planning, Development & Stormwater Director and Mark Williams – Building Inspector.

ITEM 1 - MINUTES.

A motion was made by Ronnie Thomas, seconded by Coty Galloway to dispense with the reading of the minutes of the regular meeting of September 20, 2018 and approve them as distributed. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

Note: There was no meeting held in October 2018.

ITEM 2 – COOP DEVILLE (401 PELHAM ROAD SOUTH) – DEVELOPMENT REVIEW (RENOVATIONS).

The owner, Guy Emery, was present along with Bill Whittaker, Architect (Designated Agent). Mr. Emery began the presentation with a basic summary of the project. He stated that the renovations are due to a fire that occurred several months ago. Mr. Whittaker then explained the project in more detail. He stated that the renovations would include: new grey metal siding, new red brick on the entire front façade and portions of the side facades, new sidewalk (per ADA) to the walk-up window, new concrete slab and landscaping for the outdoor eating area, new roof over the existing dumpster pad/enclosure, repairs/replacement of fencing along the retaining walls, repairs to the existing parking lot concrete paving (various locations), and restriping of the existing parking lot to include handicap parking/signage. The Planning Commission was provided with a drawing that showed all renovations to the building exterior and site improvements, a photograph of the building prior to the fire, and an aerial photograph of the entire site.

Mark Stephens - Planning, Development & Stormwater Director, stated that the Staff Review comments had been addressed and recommended approval.

After discussion, a motion was made by Jarrod Simmons, seconded by Coty Galloway to approve the renovations as presented. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

ITEM 3 – CONSIDERATION OF 2019 PLANNING COMMISSION MEETINGS AND DEADLINES SCHEDULE.

Mark Stephens - Planning, Development & Stormwater Director, presented the schedule to the Planning Commission. He stated that there were two dates noted on the schedule that were adjusted due to holidays.

After discussion about the schedule, a motion was made by Penn Wilson, seconded by Ronnie Thomas that the schedule be approved. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

ITEM 4 – ELECTION OF PLANNING COMMISSION OFFICERS – CHAIRMAN, VICE CHAIRMAN, AND SECRETARY.

After discussion about electing the Chairman, a motion was made by Coty Galloway, seconded by Penn Wilson that Ronnie Thomas be elected as Chairman. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

After discussion about electing the Vice Chairman, a motion was made by Coty Galloway, seconded by Ronnie Thomas that Jarrod Simmons be elected as Vice Chairman. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

After discussion about electing the Secretary, a motion was made by Coty Galloway, seconded by Herschel Harris that Penn Wilson be re-elected as Secretary. Upon vote on the motion, the following votes were recorded:

Yeas: 6; Nays: 0. The Chairman announced the motion carried.

ITEM 5 – CITIZENS' COMMENTS.

There were no citizens' comments

ITEM 6 - PLANNING.

Mark Stephens - Planning, Development & Stormwater Director, acknowledged that this was T.L. Thompsons' last meeting as a Planning Commission member (Police Chief – Administrative Employee) due to his retirement from the City at the end of this month and thanked him for his years of service. He also introduced Albertha "Bert" Grant (City Administrator) as the new Administrative Employee appointed to the Planning Commission by the Mayor.

There being no further business, the meeting adjourned at 6:22 p.m..

Penn Wilson - Secretary

Ronnie Thomas – Chairman

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