

**PLANNING COMMISSION MEETING MINUTES
JACKSONVILLE, ALABAMA
December 20, 2018**

The Planning Commission of the City of Jacksonville, Alabama, met in regular session on December 20, 2018, at 6:00 p.m. in the Meeting Room at City Hall Annex #1, 300 Church Avenue, SE. Members present were: Ronnie Thomas - Chairman, Penn Wilson – Secretary, Kelly Ryan, Herschel Harris, Jennifer Sims, Coty Galloway, Jarrod Simmons, Albertha Grant. City Staff in attendance was Mark Stephens - Planning, Development & Stormwater Director and Mark Williams – Building Inspector.

ITEM 1 - MINUTES.

A motion was made by Jarrod Simmons, seconded by Kelly Ryan to dispense with the reading of the minutes of the regular meeting of November 15, 2018 and approve them as distributed. Upon vote on the motion, the following votes were recorded:

Yeas: 8; Nays: 0. The Chairman announced the motion carried.

ITEM 2 – JACKSONVILLE CHURCH OF CHRIST – DEVELOPMENT REVIEW (NEW OFFICE BUILDING).

The designated agent, Bill Whittaker, Architect was present. Mr. Whittaker stated that the new office building will be replacing an existing building that has already been removed because it was destroyed during the March 19, 2018 tornado event. Mr. Whittaker explained the project in more detail by pointing out information on the floor plan drawing, elevation drawing, and architectural site plan. He stated that the architecture and construction materials for the new office building would be similar to the existing church building. He also stated that the existing parking spaces and utility service lines would be utilized. Mr. Whittaker stated that he realizes a complete set of site plans was not submitted as required for development review, however their surveyor and civil engineer were currently working on them. He requested that the Planning Commission approve the development review "subject to" a complete set of site plans being provided to the Staff at a later date.

Mark Stephens - Planning, Development & Stormwater Director, confirmed that the Staff Review comments all mentioned that site plans were required. He stated that he did not have a problem with the Planning Commission approving the development review "subject to".

After discussion, a motion was made by Kelly Ryan, seconded by Coty Galloway to approve the development review "subject to" site plans being provided (by 1-15-19) to the staff for review and approval. Upon vote on the motion, the following votes were recorded:

Yeas: 8; Nays: 0. The Chairman announced the motion carried.

ITEM 3 – PUBLIC HEARING FOR PRELIMINARY PLAT – UNIVERSITY ESTATES.

The Chairman announced it was the time and place to conduct a Public Hearing to consider a preliminary plat for University Estates, which includes the property known as University Estates Mobile Home Community (8.97 acres +/-) and some adjoining land (4.48 acres +/-) to the south. The subdivision will consist of 2 lots and will front on Alexandria Road, SW.

Certified, return receipt requested letters were mailed to the adjoining property owners, serving as public notice as per the City's Subdivision Regulations.

The objective of the Public Hearing was to review the preliminary plat for consistency with the City's Subdivision Regulations and City service requirements.

The Chairman announced that the meeting was open for the Applicant or the Applicant's Designated Agent to present the preliminary plat for University Estates and to respond to questions and comments from the Planning Commission and the public.

Applicant's Designated Agent (Chuck Meek, Developer) – discussed the preliminary plat. He stated that the subdivision will be combining 3 parcels of land into 2 lots. He stated that Lot 1 would consist of 8.97 acres +/- and was the property currently known as University Estates Mobile Home Community and that Lot 2 would consist of 4.48 acres +/- located directly adjacent to the south. He further stated that the intent of the subdivision would provide for the expansion of the existing mobile home community, if said expansion is approved as a special exception by the Zoning Board of Adjustment and Appeals at a later date.

Mark Stephens - Planning, Development & Stormwater Director, explained to the Planning Commission that their only involvement with the expansion of the mobile home community was the approval of the subdivision. He clarified that the actual approval of the expansion would be reviewed and approved by the Zoning Board of Adjustment and Appeals as a special exception.

Various Planning Commission Members asked Mr. Meek general questions about the subdivision.

Various adjoining property owners expressed concerns with the proposed expansion of the mobile home community and asked Mr. Meek general questions. Mr. Meek addressed all concerns and questions.

After all comments and discussion, the Chairman announced the Public Hearing closed.

ITEM 4 – CONSIDERATION OF PRELIMINARY PLAT – UNIVERSITY ESTATES.

Mark Stephens – Planning, Development & Stormwater Director, stated that there are still some revisions that are required to be made to the preliminary plat.

After discussion about the preliminary plat, a motion was made by Coty Galloway, seconded by Kelly Ryan to approve the preliminary plat "subject to" a revised preliminary plat being provided (by 1-15-19) to the staff for review and approval.

Upon vote on the motion, the following votes were recorded:

Yeas: 8; Nays: 0. The Chairman announced the motion carried.

ITEM 5 – CONSIDERATION OF FINAL PLAT – UNIVERSITY ESTATES.

Mark Stephens – Planning, Development & Stormwater Director, stated that there are still some revisions that are required to be made to the final plat.

After discussion about the final plat, a motion was made by Kelly Ryan, seconded by Jarrod Simmons to approve the final plat "subject to" a revised final plat being provided (by 1-15-19) to the staff for review and approval.

Upon vote on the motion, the following votes were recorded:

Yeas: 8; Nays: 0. The Chairman announced the motion carried.

ITEM 6 – CITIZENS' COMMENTS.

There were no citizens' comments

ITEM 7 - PLANNING.

There was no planning discussed.

There being no further business, the meeting adjourned at 6:38 p.m..



Penn Wilson - Secretary



Ronnie Thomas – Chairman

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