

**PLANNING COMMISSION REGULAR MEETING MINUTES
DECEMBER 16, 2015
DOTHAN, ALABAMA**

The Dothan Planning Commission met in a Regular Meeting on Wednesday, December 16, 2015 at 9:00 a.m. in the City Commission Chambers, Dothan, Alabama.

Members Present:

Chairman George "Chuck" Harris
Vice Chairman Jerry Coleman
David Brewer
Deborah Pettway
David Cornelius
Gayla White
Jim Freeland
John Bush, Supernumerary

Members Absent:

Mickey Davis
Ron Tindall

Others present were: Todd L. McDonald, AICP, Planning Director; Frank Breaux, AICP, Senior Planner; Robert Cox, P.E., Traffic Engineer; Jonathan Lucas, P.E., Engineering Services; Members of the Media and Kim Vann, Secretary, who recorded the minutes.

Chairman Harris explained that the PC does not rezone properties but rather recommends rezoning to the City Commission for approval. He suggested any group present designate a spokesperson to address any questions or concerns.

1. Approval of Agenda

Mr. Freeland made a motion to approve the agenda as presented. Vice Chairman Jerry Coleman seconded and the motion passed unanimously.

2. Approval of November 18, 2015 Meeting Minutes.

Ms. White made a motion to approve the November 18, 2015 Meeting Minutes. Ms. Pettway seconded and the motion to approve the November Meeting Minutes passed unanimously.

Old Business

- 3. DP-15-0686: Request approval of a Development Plan for a 25,000 square foot industrial building at 1350 Columbia Hwy., L-I District, Watson & Downs Investments LLC. Represented by Northstar Engineering.** Mr. Breaux discussed the location of the development. Mr. Breaux also discussed the subdivision plat that has been submitted for administrative review. Mr. Breaux stated there are some buffering issues with regards to the residential area adjacent at the rear. Mr. Breaux discussed the stormwater pond and the fact that it is an existing pond and not a proposed pond as shown on the submitted site plans. Mr. Breaux discussed changes made to the site plan that were resubmitted prior to the meeting. Mr. Larry Brookins of Northstar Engineering discussed the relocation of some parking spaces but that the parking count is the same. Mr. Brookins discussed the existing vegetation and wood line that exists as a natural buffer. Mr. Bart Barefoot stated that the Engineering department will require the removal of any overgrowth within the pond during the construction of the site. Vice Chairman Coleman asked Mr. Brookins if he had read all staff comments and Mr. Brookins stated he had. Ms. White asked if recommendation #2 will be removed since the pond already exists. Mr. Breaux stated that there is additional square footage being added to the site and that there are specific requirements for a buffer. Chairman Harris asked Mr. Brookins if there is room for substantial plantings between where the proposed asphalt ends and the retention pond as well as between the

fence and the pond on the south end. Mr. Brookins stated that the pond slopes up to the property line and is already vegetated. Mr. Brookins stated they could plant a row of screening vegetation between the asphalt and the retention pond. Chairman Harris stated that recommendation #1 will include planting a solid screening between the asphalt and the retention pond. Mr. Freeland stated that recommendation #2 can be eliminated. Mr. Brewer discussed the buffer requirements on the east side of the property. Mr. Brookins stated that the east side buffering is adjacent to a floodway area that is heavily wooded. Mr. Breaux stated that the existing vegetation needs to be included on the site plan. Ms. Pettway asked who would inspect the pond. Mr. Brookins stated that Engineering Services would perform the inspection. Chairman Harris asked if there was anyone present regarding the request and there were none. Chairman Harris stated that with regards to recommendation #1, the existing buffering on the east side must remain untouched. **Chairman Harris called for a motion regarding DP-15-0686. Mr. Freeland made a motion to approve DP-15-0686 with staff recommendations as well as changes recommended by the Chairman to recommendation #1 and the deletion of recommendation #2. Ms. White seconded and the motion passed unanimously. Mr. David Cornelius recused himself from this request.**

1. A Type 8 buffer shall be identified on the plans along both the east and south property lines with a note stating that all existing vegetation within the east side buffer will remain and that a solid landscaped screen of Leyland Cypress (or equivalent) shall be established along the south side of the paved portions of the site.
2. One additional ADA compliant parking space shall be provided;
3. The comments of all city departments are incorporated into the final construction plans before a building permit is issued by the Building Official's Office;
4. Resubmit the development plan incorporating all design changes;
5. All future correspondence or building permit plan submittal must make reference to Case DP-15-0686 and,
6. The Development Plan approval will lapse and re-approval by the Planning Commission will be necessary if a building permit is not obtained within one year of the approval date.

New Business

4. **DP-15-0714: Request approval of a Development Plans for a medical office at 118 & 120 Obrannan Park Dr., O-2 District (Office Park), Robert S. Young representing YB Dothan, LLC.** Mr. Breaux discussed the location and replat of the property that will join the two lots together. Mr. Breaux stated there are required buffers adjacent to the adjoining residential properties and that the submitted landscaping plan does identify the required buffers as well as the number of required trees and shrubs. Mr. Jeremy Taylor with Gonzalez Strength and Associates, presented the request. Chairman Harris asked Mr. Taylor if he had read all of the Staff recommendations and Mr. Taylor stated he had and can comply with all recommendations. Chairman Harris asked if there was anyone present regarding the request and there were none. **Chairman Harris called for a motion regarding DP-15-0714. Ms. White made a motion to approve DP-15-0714 with staff recommendations. Mr. Freeland seconded and the motion passed unanimously.**

1. The comments of all city departments are incorporated into the final construction plans before a building permit is issued by the Building Official's Office;
2. Resubmit the development plan incorporating all design changes;
3. All future correspondence or building permit plan submittal must make reference to Case DP-15-0714 and,
4. The Development Plan approval will lapse and re-approval by the Planning Commission will be necessary if a building permit is not obtained within one year of the approval date.

5. **Consent Items: Minor Development Plans & Subdivision Plats**

6. **Other Business:**

Chairman Harris discussed the time of the pre-meeting and asked if there were any changes that needed to be made. There were no comments and the 3:30 time for the Monday pre-meetings will remain.

Chairman Harris discussed the new application submittal dates required by the recently adopted Zoning Ordinance and how it allows more time for review by Staff.

Chairman Harris discussed the Attendance Policy for all Planning Commission meetings. Chairman Harris proposed a one week notice requirement if a member is unable to attend either a regular meeting or a pre-meeting. Chairman Harris stated excused absences will not count towards the percentage of attended meetings. Ms. Pettway asked for a definition of an excused absence. Chairman Harris asked if it was defined in the By-Laws and Staff stated that it is not. Ms. Pettway asked if work issues would be excused. Chairman Harris stated if work issues continually prevent a Commissioner from being able to attend the meetings on a regular basis, the Commissioner should notify their appointing City Commissioner. Chairman Harris stated that the pre-meetings are as important as the public hearings due to the information discussed and information provided prior to the public hearing. Mr. Brewer stated that the By-Laws specify that members must attend all meetings, including the preliminary meetings.

7. **Adjourn.**

Ms. White made a motion to adjourn. Mr. Freeland seconded and the meeting was adjourned at 9:55 a.m.


George C. "Chuck" Harris Chairman


Kim Vann, Secretary