MINUTES OF A REGULAR MEETING OF THE SCOTTSBORO CITY PLANNING COMMISSION

March 5, 2013

The Scottsboro City Planning Commission convened a regular meeting Tuesday, March 5, 2013, at 5:30 p.m. at the City Hall in the City of Scottsboro, Alabama.

ROLL CALL

Present: Chairman Mr. Jim Olyniec
Councilman Mr. Keith Smith
Ms. Pam Ayers
Mr. Ronnie Dolberry
Mr. Jim Flowers
Mr. John Hardman
Mr. John Parsons

Absent: Mr. Johnny Blizzard
Mr. Bill Capley

Also present at the meeting were Mr. Charles King, City Engineer, and approximately eight other attendees.

The Chairman noted that a quorum was present and introduced Mr. Hardman as a new member of the Planning Commission.

The Chairman called for a review of the updated Rules of Procedure and noted that the draft revisions and final draft had been previously emailed to the Commissioners. He asked Mr. King to provide an update. Mr. King indicated that the Rules were being updated to reflect changes that were recently made to the Zoning and Subdivision regulations. Mr. King also distributed a copy of the Attorney General's opinion that indicates that five of the nine members of a municipal planning commission must be present to constitute a quorum, and approval of an item requires a majority vote of the quorum present and voting including approvals for subdivision plats.

The Chairman called for a motion regarding the Rules of Procedure. Mr. Parsons made a motion that the Rules be approved as written. Mr. Smith seconded the motion. **Upon a vote being taken, all voted aye.**

The Chairman opened the public hearing for:

Case No. 746: Mr. Jon Perkins of CDG Engineers was present on behalf of CP 20 seeking a conditional use site design approval for a proposed assisted living facility to be located at 2801 South Broad Street.

Mr. Perkins explained that Nolan Baker from CDG's Dothan office has also worked on this project. The facility would contain 24 rooms with various levels of service to the residents. It would be open to visitors during the day and closed to visitors in the evening. Mr. Perkins said the design has already been submitted to ALDOT, and the Owner is currently waiting on a bond to obtain their ALDOT permit.

Mr. Parsons asked about the levels of service that would be provided and whether there would be any specialized care (Alzheimer's unit) in the building. Mr. Perkins indicated there would not be any specialized care provided.

Mr. Smith asked about the facility being closed in the evenings. Mr. Perkins clarified that the facility would be closed to visitors in the evening, but residents would reside in the building.

Mr. Parsons asked about the front setback of the building. Mr. Perkins indicated that 60' were required, but the building will actually set back approximately 139'. The building will be farther from the road than Jack's Restaurant.

Mr. Olyniec asked about the number of parking spaces required and pointed out that only 23 were provided. Mr. King indicated that 20 or 21 spaces is all that is required.

Mr. Parsons asked about the construction and location of the dumpster enclosure. Mr. Perkins indicated the enclosure would be built with either fencing or masonry, and landscaping would be provided around the enclosure. Mr. King said that Eddie Blizzard had reviewed the details of the enclosure and approved it as drawn.

Mr. Olyniec asked about an 8" HDPE pipe draining to daylight on the northeast side of the site. Mr. King said the swale on the east side of the site would catch that water and prevent it from going on to the adjoining property.

Mr. Dolberry asked if the 24" pipe under a portion of the parking lot was corrugated metal. Mr. Perkins said it was. Mr. Dolberry indicated this could cause a problem when traffic passes over it, and Mr. Olyniec said Mr. Perkins might want to recommend to the Owner to replace that pipe with RCP.

Mr. Flowers asked if a deceleration lane would be necessary. Mr. King said that is typically something ALDOT will determine, and Mr. Hardman said the ALDOT permit that is being processed would address if a deceleration lane is required.

A member of the audience asked about the quantity and location of handicap parking spaces. Mr. Parsons pointed out that there are two spaces located near the front entrance to the building.

Mr. Parsons asked if any core drilling had been done on the site. He said some difficult situations had been encountered during construction of Jack's Restaurant. Mr. Perkins said he was not sure if any core drilling had been performed yet.

Mr. Hardman indicated that some discussion has been held with the Water, Sewer and Gas Board about adding a 1,000 gal. grease trap and deleting some manholes. Those details were still being discussed.

With no further comments, Mr. Olyniec clarified that approval of the case would be contingent upon receiving approval from the WSG Board and ALDOT.

The Chairman asked for a motion on Case No. 746. Mr. Smith made a motion that the project be approved with the noted clarifications. Mr. Parsons seconded the motion. **Upon a vote being taken, all voted aye.**

The Chairman called for a motion regarding the minutes from the November 2, 2012 meeting. Ms. Ayers made a motion that the minutes be approved as written. Mr. Dolberry seconded the motion. **Upon a vote being taken, all voted aye.**

Case No. 747: Mr. Chris Waters and Ms. Sami Rambo of Chapman Sisson Architects were present on behalf of Shiloh Baptist Church seeking a site design approval for a proposed addition to Shiloh Baptist Church located at 3156 South Broad Street.

Mr. Waters explained that the project was an approximately 5,400 s.f. fellowship hall building. The building would be a pre-engineered metal building with a fellowship hall, classrooms, restrooms and a kitchen. He said 15 parking spaces were required, but the site would have a total of 42 spaces after construction was complete. He indicated the existing building on site would remain as-is.

Mr. Parsons stated he had been told the facility would be used publicly, and he asked Mr. Waters if that was the case. Mr. Waters said his understanding was that only the members of the church would use the facility, but he would check with the Owner about it being used publicly. Mr. Parsons pointed out that he had talked with some members of the church, and that his understanding is that it will be used routinely for meals open to the public in need. Mr. Waters noted that if the space is used for the public then it would require a different design. Mr. King said the Fire Marshal and Inspections Department had asked the same question, and they were not aware that the public would use the building. Mr. Olyniec commented that the plans do not reflect a public use facility.

Mr. King stated that site lighting details were still being finalized with the Power Board.

Mr. Olyniec pointed out that a swale on the west side of the property appeared to prevent water from discharging onto the adjacent property. Mr. King said that was correct.

Mr. Hardman pointed out that the sanitary sewer piping was shown as ductile iron pipe, which was the request of the Water, Sewer and Gas Board. He also said the Water, Sewer and Gas Board were not aware of any public use of the facility.

Mr. Flowers asked about how the landscaping requirements apply to this project. Mr. King stated his understanding was that it was at the discretion of the Planning Commission on how those requirements apply since this project is an addition to an existing facility. It was noted that the addition would be located behind the existing building.

Mr. Hardman asked about the material and color of the exterior of the building. Mr. Waters stated the material would be metal wall panels, and the color would be one selected from the manufacturer's standard colors.

Mr. Olyniec asked for any comments from the audience. A gentleman who identified himself as the pastor of Trinity Lutheran Church, which is next door to Shiloh Baptist Church, stated they were in full support of the addition.

With no further comments, Mr. Olyniec clarified that approval of the case would be based upon the plans submitted which do not reflect public use of the building.

The Chairman asked for a motion on Case No. 747. Mr. Parsons made a motion that the project be approved with the noted clarifications. Ms. Ayers seconded the motion. **Upon a vote being taken, all voted aye.**

Post Meeting Note: Mr. Waters spoke with Gary McDonald, the head of the building committee at Shiloh Baptist Church. Mr. McDonald indicated that the church had no plans to use their kitchen to serve the public. He said the building would be used for church use only.

The Chairman noted that the election of officers would proceed and called for nominations for the position of Chairman. Mr. Smith nominated Mr. Olyniec. No other nominations were made. **Upon a vote being taken, all voted aye.**

The Chairman called for nominations for the position of Vice-Chairman. Mr. Parsons nominated Ms. Ayers. No other nominations were made. **Upon a vote being taken, all voted aye.**

The Chairman called for nominations for the position of Secretary. Ms. Ayers nominated Mr. Flowers. No other nominations were made. **Upon a vote being taken, all voted aye.**

In other business, Mr. King presented the Commission with information about THRIVE 2055. THRIVE 2055 is a group of people from 16 counties around the

Chattanooga area who are trying to establish guidelines for growth of the area. Information about the undertaking can be found at www.thrive2055.com.

Mr. Parsons asked about situations where an applicant submitted plans to the Commission indicating a paved parking lot, but they actually install something different. Mr. King indicated that is something that needs to try and catch prior to issuing a Certificate of Occupancy on a project.

With no additional business to discuss Chairman Olyniec adjourned the meeting at 6:30 p.m.

Minutes Approved:

Mr. Jim Olyniec, Chairman
Scottsboro City Planning Commission

Attest:

Mr. Jim Flowers, Secretary

Charles King

From: Sami Rambo <SRambo@chapmansisson.com>
Sent: Friday, March 08, 2013 9:56 AM
To: Charles King
Cc: Chris Waters
Subject: 11010_Shiloh Baptist Case #7047 - Use Clarification

Charles,

Chris spoke with Gary McDonald, the head of the building committee at Shiloh Baptist Church and he confirmed that they had no plans to use their kitchen to serve the public. It would be for church use only. He was not sure who would have said otherwise, but thought it could have been a member that had been misinformed. Gary understood that they would have to meet several health department regulations if the use should ever change in the future, though they do not have any plans for it now.

Please let me know if this clarifies the issue brought up at the Planning Commission on March 5th.

Please let me know if you have any questions.

Sincerely,

Sami Rambo
Associate

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