



**THE CITY OF PHENIX CITY
PLANNING COMMISSION AGENDA
TUESDAY, APRIL 23, 2024
5:15 PM EST**

- 1) Welcome, Call to Order, and Roll Call
- 2) Approval of Agenda
- 3) Acknowledge City Council and City Personnel Present
- 4) Approval of the April 9, 2024 Meeting Minutes
- 5) Rules for Addressing Planning Commission
- 6) Approval of Final Plat – Helen Estates Phase I, located on 43rd Street – Summerville Homes, Inc., owner.
 - Staff Report
 - Developer's Comments
 - Department Memo
- 7) Old Business
 - Zoning Ordinance Update by Mrs. Moore
- 8) New Business
 - Resignation Letter – Jose Ramos
- 9) Adjournment

April 9, 2024

The Planning Commission of the City of Phenix City, Alabama met on Tuesday, April 9, 2024, at 5:15 PM EST in the Council Chambers at the Public Safety Building located at 1111 Broad Street, Phenix City, Alabama.

Chairman Sims called the meeting to order and asked Secretary Phillips-Wyatt to call the roll. Upon roll call, the following members answered present: Member Carter, Member Davis, Member Ivy, Member Lindsey, Member McKissic, Chairman Sims, Vice Chairman Taylor and Member Phillips-Wyatt. Member Ramos was not present.

The second item on the agenda was the Approval of the Agenda. Member Davis made the motion to approve, seconded by Member Ivy. Upon said motion being put to a vote, the following vote was recorded: Yeas: Member Carter, Member Davis, Member Ivy, Member Lindsey, Member McKissic, Chairman Sims, Vice Chairman Taylor and Member Phillips-Wyatt. Nays: None. Abstain: None. Motion thus passed.

The third item on the agenda was the attendance call for City Personnel and Elected Officials. Chairman Sims asked Secretary Phillips-Wyatt to call roll for the City Employees. The following City Personnel were present in person. City Councilmember Vickey Carter, City Engineer/Public Works Director Angel Moore, Graduate Engineer Andrew Patterson, Utilities Director John Spraggins, Chief Building Official Ray Rogers, Asst. Fire Chief Kerry Bragg, Public Safety Director Ray Smith, Economic Development Manager Shaun Culligan, City Attorney Jimmy Graham, Assistant City Manager Chan Gamble and Recording Secretary Kathy Jo Davis.

The fourth item on the agenda was the approval of March 26, 2024 minutes. Chairman Sims asked if there was a motion to approve the written minutes and remove the recorded minutes. Member Ivy made the motion to approve, seconded by Member McKissic. Upon said motion being put to a vote, the following vote was recorded: Yeas: Member Carter, Member Davis, Member Ivy, Member Lindsey, Member McKissic, Vice Chairman Taylor and Member Phillips-Wyatt Nays: None. Abstain: Member Carter and Chairman Sims. Motion thus passed.

The fifth item on the agenda was Chairman Sims, who set the rules for addressing the Planning Commission.

The sixth item on the agenda was the Approval of Administrative Subdivision – 2.569+/- acres located at 1805 Knowles Road – Knowles Pointe BPG, LLC and Champion Knowles Pointe, LLC., owner. City Engineer/Public Works Director Angel Moore reviewed the staff report with the members. Chairman Sims asked Secretary Phillips-Wyatt to read the department memo.

Memo

To: Planning Commission

From: Angel Moore, P.E./City Engineer/Public Works Director

Date: April 5, 2024

RE: Administrative Subdivision – 2.57+/- acres located at 1805 Knowles Road

The above referenced Administrative Subdivision has been reviewed by the Building, Utilities, Fire and Engineering Departments and meets the minimum requirements of the Subdivision Regulations for approval.

Member Davis made the motion to approve, seconded by Member Ivy. Upon said motion being put to a vote, the following vote was recorded: Yeas: Member Carter, Member Davis, Member Ivy, Member Lindsey, Member McKissic, Chairman Sims, Vice Chairman Taylor and Member Phillips-Wyatt. Nays: None. Abstain: None. Motion thus passed

The seventh item on the agenda was Old Business. None.

The eighth item on the agenda was New Business. None.

The ninth item on the agenda was Adjournment. Chairman Sims asked if there was a motion to adjourn. A motion to adjourn was made by Member Ivy, seconded by Member McKissic. Upon said motion being put to a vote, the following vote was recorded: Yeas: Member Carter, Member Davis, Member Ivy, Member Lindsey, Member McKissic, Chairman Sims, Vice Chairman Taylor and Member Phillips-Wyatt. Nays: None. Abstain: None. Motion thus passed.

There being no further business to come before the Planning Commission, the meeting was adjourned until the next scheduled meeting on April 23, 2024.

Chairman – Billy Sims

Secretary – Eliza Phillips-Wyatt

DR. R. GRIFF GORDY
Mayor Pro Tem / At Large

STEVE BAILEY
Councilmember District 1

EDDIE N. LOWE
Mayor

VICKEY F. CARTER
Councilmember District 2

ARTHUR L. DAY, JR.
Councilmember District 3

WALLACE B. HUNTER, City Manager
SHANNON DAVIS, City Clerk
ANGEL MOORE, P.E., City Engineer
Director of Engineering / Director of Public Works

Item No. 6

Type of Request: Final Plat

General Information

Applicant: Summerville Homes, Inc.
Surveyor of Record: Moon Meeks & Associates, Inc.
Site Location: Along 43rd Street
Acreage: 4.94 +/- acres
Number of Lots: 6
Current Zoning: R-1, Low Density Residential District
Current Use of Property: Vacant
Proposed Use of Property: Single Family Homes
District: 1
Survey Plat: Attached
City Services: Phenix City Water, Sewer, Streets & Drainage, Fire & Police

Staff Comments

The developer has split the subdivision into Phase I (Lots 1 – 6) and Phase II (Lot 7). Lot 7 will require a means of access to get public water along 16th Avenue and the developer wants to go ahead and begin pulling building permits for Lots 1 – 6 while he develops a plan.

Engineer/Owner Comments

None





PHENIX CITY

Alabama

DEPARTMENT OF
ENGINEERING / PUBLIC WORKS

601 12th Street | Phenix City, AL 36867 | Ph: 334-448-2760 | Fx: 334-291-4848 | phenixcityal.us

DR. R. GRIFF GORDY
Mayor Pro Tem / At Large

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SHANNON DAVIS, City Clerk
ANGEL MOORE, P.E., City Engineer
Director of Engineering / Director of Public Works

MEMORANDUM

To: Planning Commission

From: Angel Moore, P.E., City Engineer/Public Works Director

Date: April 19, 2024

RE: Final Plat – 4.94 +/- acres located along 43rd Street – Helen Estates Phase I

The above referenced Final Plat has been reviewed by the Building, Utilities, Fire and Engineering Departments and meets the minimum requirements of the Subdivision Regulations for approval.

BOARD RESIGNATION LETTER

Date: April 10, 2024

Jose G. Ramos Caban
26 Willow Trace Dr.
(334) 947-4887
j.ramos10890@gmail.com

RE: RESIGNATION FROM BOARD

Dear City of Phenix City Planning Commission,

This letter represents my official notice of resignation from my board position with City of Phenix City Planning Commission which is to be final on April 10, 2024.

I regretfully announce this decision due to my attendance to Alabama North East Police Academy.

It has been with a great pleasure to be alongside the individuals at this organization and will always appreciate experience and knowledge I gained during my involvement with City of Phenix City Planning Commission.

I hope the notice-period is enough for you to find a replacement. Furthermore, please let me know of any help that I could be in the future to help in this transition.

Sincerely,
Jose G. Ramos

A handwritten signature in black ink, appearing to read 'Jose G. Ramos', with a long horizontal flourish extending to the left.