

The Planning Commission met Monday, August 4, 2025, at 5:00 PM at the City Municipal Complex, 161 N. Section Street in the Council Chambers.

Present: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas; Hunter Simmons, Planning and Zoning Director; Mike Jeffries, Development Services Manager; Payton Rogers, Planning and Zoning Manager; Chris Williams, City Attorney, and Cindy Beaudreau, Planning Clerk.

Absent: Rebecca Bryant

Chairman Turner called the meeting to order at 5:02 PM.

Chris Williams, City Attorney, recommended an Executive Session at the end of the meeting to discuss pending litigation and stated that it should only take about 15 minutes.

Erik Cortinas made a motion to add the Executive Session at the end of the meeting. Kim McCormick seconded the motion and the motion carried unanimously.

Consent Agenda

- Approval of the Minutes July 7, 2025

John Worsham made a motion to approve the consent agenda including the minutes.

Hollie MacKellar seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

- **UR 25.07** Request of Verizon for an 11.52.11 Utility Review and approval of the proposed replacement of existing wooden small cell pole with a metal pole at 201 N Summit Street.

Hunter Simmons, Planning and Zoning Director, explained that these utility reviews will need to go to the City Council, due to being small cell. Current electric poles are too small to accommodate additional utilities.

Mike Jeffries, Development Services Manager, explained that there are five separate utility reviews. Two of the locations have been modified.

Mike Jeffries, Development Services Manager, shared the information for the UR 25.07, which has the following conditions:

1. A pre-construction meeting shall be held with the City prior to issuance of any permits.
2. Follow-up activities below required by staff and the applicant:

- a. Upon satisfactory review and approval by ROW Construction Inspector, as-builts will be submitted to the GIS technician for inclusion in GIS utility maps.
3. Provide a Traffic Control Plan to ROW Inspector prior to commencement of any work.
4. Applicant shall contact Alabama One Call to locate all existing utilities (1000ft max per day).
5. Co-location shall be required if a viable option is determined.

Hollie MacKellar asked for the time frame for the work. Willis Wilcox, Verizon representative, stated that work should take six-eight weeks except for the new proposed locations which will be an additional 90-120 days.

John Worsham made a motion to approve UR 25.07, with staff recommendations.

Harry Koher seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

- **UR 25.08** Request of Verizon for an 11.52.11 Utility Review and approval of the proposed replacement of existing wooden small cell pole with a metal pole at 101 S Mobile Street.

Mike Jeffries, Development Services Manager, shared the information for the UR 25.08, which has the following conditions:

1. A pre-construction meeting shall be held with the City prior to issuance of any permits.
2. Follow-up activities below required by staff and the applicant:
 - a. Upon satisfactory review and approval by ROW Construction Inspector, as-builts will be submitted to the GIS technician for inclusion in GIS utility maps.
3. Provide a Traffic Control Plan to ROW Inspector prior to commencement of any work.
4. Applicant shall contact Alabama One Call to locate all existing utilities (1000ft max per day).
5. Co-location shall be required if a viable option is determined.

John Worsham made a motion to approve UR 25.08, with staff recommendations.

Hollie MacKellar seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

- **UR 25.09** Request of Verizon for an 11.52.11 Utility Review and approval of the proposed replacement of existing wooden small cell pole with a metal pole at the northwest corner of Morphy Street and Summit Street.

Mike Jeffries, Development Services Manager, shared the information for the UR 25.09, which has the following conditions:

1. A pre-construction meeting shall be held with the City prior to issuance of any permits.
2. Follow-up activities below required by staff and the applicant:
 - a. Upon satisfactory review and approval by ROW Construction Inspector, as-builts will be submitted to the GIS technician for inclusion in GIS utility maps.
3. Provide a Traffic Control Plan to ROW Inspector prior to commencement of any work.
4. Applicant shall contact Alabama One Call to locate all existing utilities (1000ft max per day).
5. Co-location shall be required if a viable option is determined.

John Worsham made a motion to approve UR 25.09, with staff recommendations.

Harry Koher seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

- **UR 25.10** Request of Verizon for an 11.52.11 Utility Review and approval of the proposed replacement of existing wooden small cell pole with a metal pole at intersection of Pier Street and Mobile Street.

Mike Jeffries, Development Services Manager, shared the information for the UR 25.10, which has the following conditions:

1. A pre-construction meeting shall be held with the City prior to issuance of any permits.
2. Follow-up activities below required by staff and the applicant:
 - a. Upon satisfactory review and approval by ROW Construction Inspector, as-builts will be submitted to the GIS technician for inclusion in GIS utility maps.
3. Provide a Traffic Control Plan to ROW Inspector prior to commencement of any work.
4. Applicant shall contact Alabama One Call to locate all existing utilities (1000ft max per day).
5. Co-location shall be required if a viable option is determined.

John Worsham made a motion to approve UR 25.10, with staff recommendations.

Harry Koher seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

- **UR 25.11** Request of Verizon for an 11.52.11 Utility Review and approval of the proposed replacement of existing wooden small cell pole with a metal pole at 26 Bay Breeze Lane.

Mike Jeffries, Development Services Manager, shared the information for the UR 25.11, which has the following conditions:

1. A pre-construction meeting shall be held with the City prior to issuance of any permits.
2. Follow-up activities below required by staff and the applicant:
 - a. Upon satisfactory review and approval by ROW Construction Inspector, as-builts will be submitted to the GIS technician for inclusion in GIS utility maps.
3. Provide a Traffic Control Plan to ROW Inspector prior to commencement of any work.
4. Applicant shall contact Alabama One Call to locate all existing utilities (1000ft max per day).
5. Co-location shall be required if a viable option is determined.

John Worsham made a motion to approve UR 25.11, with staff recommendations.

Hollie MacKellar seconded the motion and the motion carried unanimously with the following vote:

AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

Old Business

None

New Business

None

John Worsham made a motion to move to Executive Session. Erik Cortinas seconded the motion and the motion carried unanimously.

Planning Commission left the dais at 5:16pm and returned at 5:37pm.


Adjournment

John Worsham made a motion to adjourn.


AYE: Lee Turner; John Worsham; Harry Kohler; Kevin Boone; Paul Fontenot; Kim McCormick; Hollie MacKellar; Erik Cortinas

Nay: None

Adjourned at 5:38pm.



Lee Turner, Chairman



Cindy Beaudreau, Secretary