

STATE OF ALABAMA
SHELBY COUNTY
SHELBY COUNTY PLANNING COMMISSION MINUTES

February 20, 2023 – 6:00 PM

Shelby County Services Building, Second Floor Community Room
1123 County Services Drive, Pelham, AL 35124

Members Present: Jim Davis, Chairman; Michael O’Kelley, Vice Chairman; Samuetta Nesbitt; Bill Norton; Ken Wilder; Brett Winford

Members Absent: None

Staff Present: Christie Hester, Director of Development Services; Josh Osborne, Manager of Planning & Community Development; Kristine Goddard, Senior Planner; Andrew Harris, Planner; Brenda Hungerford, Office Administrator;

PUBLIC HEARING

Jim Davis, Chairman, called the meeting to order at 6:00 pm. Following roll call, **Commissioner Davis** stated there was a quorum with six Commissioners present. He introduced the Commissioners and staff and reviewed the meeting procedures. There were five audience members.

1. Approval of the Minutes of the February 6, 2023, Planning Commission Regular Meeting

Commissioner O’Kelley made a motion to approve the meeting minutes of February 6, 2023; **Commissioner Norton** seconded the motion. **Commissioner Davis** called for a vote and the Planning Commission unanimously approved the meeting minutes of February 6, 2023, with a vote of six to zero (6-0).

Note: The signed minutes retained by the Shelby County Development Services Department will have a complete meeting information packet including staff reports attached.

2. SD22-008 Highland Lakes Special District – Amended Master Plan – CONTINUED FROM DECEMBER 5, 2022

This is a request from Daniel Burnham, Burnham Corporation, on behalf of Highland Lakes Development LLP, property owner, for approval of an amendment to the Highland Lakes Master Plan to (1) add 1.5 acres of property from outside the Special District to Lot 1-696 and (2) include the additional 1.5 acres in the Master Plan and Special District. The subject property is zoned SD, Special District, and located in the Highland Lakes Subdivision on Southledge Trace; Parcel Identification Numbers 58-09-4-17-0-001-009.000, 58-09-4-17-0-001-009.001 and 58-09-4-17-0-004-028.000.

Kristine Goddard gave a brief presentation on the request for agenda item #2 based on the written staff report provided in the meeting information packet. Ms. Goddard mentioned that adjoining property owner notices are not required when a case is continued to a date certain, but signs are posted again at the subject property site. She noted that staff received several inquiries related to the posted signs; however, once told of the request, no caller voiced opposition to the action.

There being no questions, **Commissioner Davis** invited the applicant to speak.

Scott Vaughn, Arrington Engineering, stated he was present on behalf of Mr. Burnham; he had nothing to add but was available to answer any questions. There were none.

Commissioner Davis opened the floor for public comment; there was no one to speak either in favor or in opposition to the request.

With no further discussion, **Commissioner Davis** called for a motion. **Commissioner O’Kelley** made a motion in **Case SD22-008 Highland Lakes Special District – Amended Master Plan** that the evidence presented in the written staff report and presentation warrants Approval with the conditions outlined by staff; **Commissioner Norton** seconded the motion. On a unanimous vote of six to zero (6-0), the Planning Commission approved the following resolution:

WHEREAS, Daniel Burnham, Burnham Corporation, on behalf of Highland Lakes Development LLP, property owner, has petitioned the Shelby County Planning Commission for approval of an amendment to the Highland Lakes Master Plan to (1) add 1.5 acres of property from outside the Special District to Lot 1-696 and (2) include the additional 1.5 acres in the Master Plan and Special District; and,

WHEREAS, the subject property is zoned SD, Special District, and located in the Highland Lakes Subdivision on Southledge Trace (Parcel Identification Numbers 58-09-4-17-0-001-009.000, 58-09-4-17-0-001-009.001 and 58-09-4-17-0-004-028.000); and,

WHEREAS, the Planning Commission approved the original Master Plan for Highland Lakes, a residential development of more than 1,592 lots on approximately 1,750 acres in April 1991; and

WHEREAS, in June 2017, an amendment to the Master Plan was approved to reconfigure roads and lots within the 32nd sector, reducing the number of lots from 97 to 12; and,

WHEREAS, this amendment to the Master Plan will modify the boundary of the Special District and allow for the resubdivision of Lot 1-696 to include additional land for single-family residential construction; and,

WHEREAS, access for the newly incorporated property will be maintained from Southledge Trace within Highland Lakes, a private, gated community; and,

NOW, THEREFORE, BE IT RESOLVED by the Shelby County Planning Commission that the request of Daniel Burnham, Burnham Corporation, on behalf of Highland Lakes Development LLP, property owner, for approval of an amendment to the Highland Lakes Master Plan to (1) add 1.5 acres of property from outside the Special District to Lot 1-696 and (2) include the additional 1.5 acres in the Master Plan and Special District be and hereby is **APPROVED**, subject to:

- Applicant submitting an application for final plat approval within two (2) years of approval of the preliminary plat; failure to apply may necessitate reapplication for preliminary plat approval; and
- Any amendments, additions, deletions, alterations or changes to the approved Special District plan shall require the review and approval of an amendment to the approved Special District plan by the Shelby County Planning Commission; and
- Compliance with the regulations, policies and guidelines of Shelby County, Alabama.

3. RECOGNITION OF OUTGOING PLANNING COMMISSIONER

Josh Osborne announced that **Commissioner Little** had submitted a letter of retirement from the Shelby County Planning Commission. Following discussion in which the Planning Commissioners spoke fondly of him, Commissioner Norton moved and Commissioner O’Kelley seconded the motion to adopt a resolution of appreciation to honor Joe Little. Mr. Osborne read the following resolution into record:

RESOLUTION OF APPRECIATION

WHEREAS, Mr. Joseph (Joe) E. Little has rendered distinguished service as a member of the Shelby County Planning Commission since he was first appointed on April, 8, 2019; and,

WHEREAS, as a 35-year resident, Joe Little’s commitment and affection for Shelby County has continued with his dedicated service to the community; and,

WHEREAS, during his tenure, Joe Little provided construction and engineering expertise in the adoption of amendments to the Subdivision Regulations of Shelby County and the Zoning Regulations of Shelby County, making

development decisions for the County, and participating in the multi-year project to prepare the Shelby County Comprehensive Plan; and,

WHEREAS, Shelby County has benefited greatly from his valuable leadership and guidance as the Chairman of the Planning Commission for one term; and,

NOW, THEREFORE, BE IT RESOLVED by the Shelby County Planning Commission that said Commission hereby recognizes and publicly expresses its sincere appreciation and gratitude to Mr. Joseph E. Little for his service to Shelby County and its residents.

Adopted unanimously this 20th day of February 2023.

This Resolution of Appreciation was signed by the other six Planning Commissioners and the framed original resolution will be delivered to Joe Little.

DISCUSSION ITEMS

- **Cahaba Valley Fire & EMR District**

Chief Buddy Wilks thanked the Planning Commission for the opportunity to speak about the Cahaba Valley Fire & EMR District. He gave a brief history of his own fire career that spans more than 30 years; spoke about the history of Cahaba Valley Fire that was first formed as a volunteer fire department in 1982; and talked about the volume and nature of emergency calls to which Cahaba Valley Fire & EMR District responds.

Chief Wilks provided a summary of the upcoming ballot measure for the Cahaba Valley Fire & EMR District for the March 21, 2023, election. He explained the election will have four items for consideration:


1. \$125 increase per resident in fire dues this year.
2. Up to an annual increase of 9% for the next four years.
3. A not-to-exceed capital fee of \$100 related to one annual project; the rate determined by dividing the cost between the [currently] 9300 property owners who pay fire dues.
4. A change in the way ambulance service is billed to bring Cahaba Valley Fire & EMR District in line with all other districts throughout the State of Alabama.

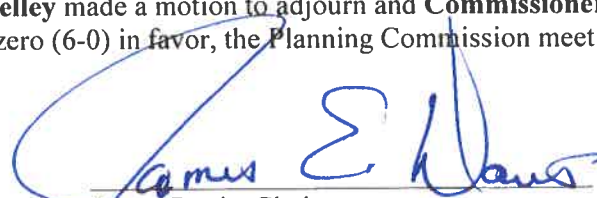
Chief Wilks mentioned two upcoming community meetings—February 21 and March 7—where the Fire Department will give presentations on the requests being considered in the March 21 election.

The Planning Commission, collectively, expressed appreciation to Chief Wilks and the Cahaba Valley Fire & EMR District personnel for the valuable service they provide to the Shelby County residents who need emergency assistance in their jurisdiction.

- **Next Meeting of the Planning Commission** -- Christie Hester stated the next regularly scheduled meeting of the Planning Commission on March 6, 2023, will have the public hearing for the Shelby County Comprehensive Plan.

There being no further business, **Commissioner O'Kelley** made a motion to adjourn and **Commissioner Norton** seconded the motion. By a unanimous vote of six to zero (6-0) in favor, the Planning Commission meeting of February 20, 2023, adjourned at 6:56 pm.


 Josh Osborne, Manager,
 Planning & Community Development


 James Davis, Chairman
 Shelby County Planning Commission