

Town of Triana
Planning and Zoning Commission
Monday, February 4, 2019
6:00 P.M.

Meeting was called to order by Commission President Whitman. Mr. Whitman called the roll.

Roll Call:

Levoneia Ayers	Present
Mary Caudle	Present
Beechel Grays	Present
Wanda Lundy	Absent
Tiffany Miles	Present
Christina Rodriguez	Present
Roy Seay	Present
Casey Whitman	Present

Members present constituted a quorum.

Approval of Minutes for January 7, 2019

Mr. Whitman presented the minutes from the January 7, 2019 Regular Meeting. Mayor Caudle requested an edit regarding the topics of setbacks on R-3. Mayor Caudle motioned to approve the minutes with correction. Ms. Ayers seconded the motion. Motion carried unanimously.

Draft Subdivision Regulations

The commission reviewed a flowchart depicting the process a developer goes through from concept phase all the way through turnover of the subdivision to the town after construction of all homes. The process begins with rezoning if required, through the commission and Council, followed by Initial Plat Submission and approval, Construction, Final Plat Submission and Approval, Home Construction.

Mr. Seay brought up roadway widening on Landess and when the appropriate time is to discuss with the developers about topics like that. Mr. Whitman responded that initial plat phase is the point at which to discuss with developers. Mayor Caudle added that these regulations will be written broadly and not tailored to a specific project.

Mr. Whitman provided the example of Brookhaven and Bridgemill as an example of two subdivisions that are at or just past the Final Plat stage.

Mr. Whitman stated that other municipalities accept subdivision phases into the Town (with a warranty period) after all homes are constructed. Mayor Caudle stated that the Town has changed that method going forward and it is now by Phase. She provided an exception that if a Phase has an incomplete section of road (e.g. Tybee Dr) that it would not be accepted in until the Phases containing the unfinished section of road is complete. The commission agreed to strike the section of text in the regulations that was in conflict with the current process.

Mr. Whitman asked the Mayor about the current bond process. The Mayor stated that the Town is currently requiring bonds for Sewer/Water and Streets at Final Plat and stated that the County does a five-year bond period starting at final plat.

Mr. Whitman then discussed the topic of changes between Initial and Final Phase and covered the items in the developers control and items that require the Commission's approval. Mr. Seay asked for clarification. The Mayor stated that the currently the Council approves the initial plat and she signs off on the final plat when built. She provided an example of the library parking lot needing to be shifted over during construction due to possible historic burials. Mr. Seay asked who would be responsible to hold the developer for making unapproved changes. The Mayor stated that they cannot register the plat without her signature. Mr. Whitman provided the example of Brookhaven decreasing the size of lots facing Wal-Triana in order to put in a noise/privacy berm as the type of change between Initial and Final Plat. The Mayor stated that the Building Inspector is part of the way that unapproved changes can get caught during the Final Plat Inspection.

Mr. Seay brought up examples of issues being discovered ten years after occupancy. Mayor Caudle also discussed homes built in the floodplain and stated that the purchasers have to sign off on letters acknowledging that they are in the floodplain. Mr. Whitman showed an example flood plain lines that are on Plats and stated that he had printed a map in the office of the floodplains in Triana. Mayor Caudle and Mr. Whitman provided the various locations as to where those maps are e.g FEMA website, County GIS Portal, Triana Town Hall, etc.

Mr. Whitman then stated that the back part of the Subdivision Regulations cover the minimum standards for builders such as roads, gutters, utilities, sidewalks. The Mayor mentioned fire hydrants as well and that they must be in place at final. Mr. Whitman mentioned theft of water from Hydrants by developer and suggested considering forcing the developers to install a wash-out with a meter prior to issuing Building Permits. The Mayor stated that we have an ordinance regarding hydrants and that we have a meter on order for builders to check out. She suggested footnoting that ordinance into the section about fire hydrants and discussed the various concerns (e.g. fire protection, low water pressure, utility theft).

Mayor Caudle suggested the members take the flow charts and the regulations and cross-check the document. Mr. Whitman stated that to date, the Town hasn't had significant issues with developers and stated that because the Town is small it is easier to keep tabs on developments and catch issues early. Mayor Caudle stated that we want to get the Police and Fire Departments involved now because they can help catch signage and hydrant issues and hydrant testing. Mr. Whitman discussed busses in subdivisions. Mayor Caudle suggested putting up school bus stop location signs in the new subdivisions as a means of assisting new residents in knowing where to catch the busses.

Public Comments

Mr. Whitman opened the floor to public comments.

Mr. Robinson stated that in other municipalities that they use Fire Department Trucks as a way of confirming that Busses will fit. He also asked about improvement bonds and when they would be required. Mayor Caudle stated that the flowchart was incorrect and should require them at final instead of initial plat. Mr. Whitman confirmed that the draft regulations require bonds at Final Plat. He also asked about rezoning process and involvement of the City Attorney. Mayor Caudle stated

that the Commission and Council needs to approve before we involved in the attorney and the expense of retainer fees.

Mr. Whitman asked Mr. Ricky Robinson about requesting CAD files from the developer's engineer in order to assist the Town in their mapping efforts. He stated that some engineers have had issues with developers not paying for CAD work and would not want to release the files until they are paid by the developer. Mr. Whitman and Mayor Caudle discussed the mapping files from the tax assessor's office. Mr. Robinson stated that his engineers shouldn't have an issue providing the files after texting them.

Mr. Alan Murphy asked about how long it takes to annex in property. Mayor Caudle stated that annexation required approval from Montgomery and last time took about a month and half. Mr. Whitman asked if the law had changed (AL Code 11-42-21) and stated that his research indicated that it only required the council's approval upon request from the owner to annex in. Mayor Caudle took an action to email the Town's attorney to check on the law. She also discussed the last annexation the Town did was in 2008 for the Savannah Grove area and required approval from Montgomery.

Adjournment

Ms. Ayers noted that the next meeting fell on President's Day Holiday. Mayor Caudle suggested that next meeting fall on the 1st Monday in March as scheduled with the option to call a meeting the week of the 18th if the Commission members requested to meet based on their review of the regulations. Mr. Seay motioned to adjourn.

Date approved: *March 4, 2019*

Casey S. Whitman, President

Levoneia Ayers, Secretary