



**THE CITY OF PHENIX CITY  
PLANNING COMMISSION AGENDA  
TUESDAY, SEPTEMBER 10, 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 August 27, 2024 Meeting Minutes
- 5) Rules for Addressing Planning Commission
- 6) Approval of Administrative Subdivision – 0.36+/- acres located at 1001 & 1003 14<sup>th</sup> Street – Susan, Pearlie & Daniel Crews, owners.
  - Staff Report
  - Developer's Comments
  - Department Memo
- 7) Old Business
  - Zoning Ordinance Draft Feedback / Comments from members
- 8) New Business
- 9) Adjournment

**August 27, 2024**

The Planning Commission of the City of Phenix City, Alabama met on Tuesday, August 27, 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 Davis, Member Ivy, Member Lindsey, Member McKissic, Chairman Sims, Vice Chairman Taylor and Member Phillips-Wyatt. Member Carter was not present.

The second item on the agenda was the Approval of the Agenda. Member Ivy made the motion to approve, seconded by Member Davis. Upon said motion being put to a vote, the following vote was recorded: Yeas: 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 Engineer / Public Works Director Angel Moore, Asst. Director of Engineering Michael Pattillo, Civil Engineer/PE Chris Casey, Graduate Engineer Andrew Patterson, Utilities Director John Spraggins, Chief Building Official Ray Rogers, Fire Chief Kris Kennedy, Public Safety Director Ray Smith, City Attorney Jimmy Graham, City Manager Wallace B. Hunter, Asst. City Manager Chan Gamble and Recording Secretary Kathy Jo Davis.

The fourth item on the agenda was the approval of August 13, 2024 meeting 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 Lindsey. Upon said motion being put to a vote, the following vote was recorded: Yeas: Member Davis, Member Ivy, Member Lindsey, Member McKissic, Vice Chairman Taylor and Member Phillips-Wyatt. Nays: None. Abstain: 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 – 4.38+/- acres located at the Intersection of Lee Road 315 & Lee Road 613 (River Ridge Ph. II) – Bowden-Foley, LLC., owner. Civil 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: August 22, 2024*

*RE: Administrative Subdivision – 4.38+/- ac located at the Intersection of Lee Rd. 315 & 316, River Ridge II*

*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 McKissic. Upon said motion being put to a vote, the following vote was recorded: Yeas: 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. Building Official Ray Rogers came forward and asked that the members review the Zoning Ordinance Draft dated 8-9-2024 and respond back by the next scheduled Planning Commission on 9-10-2024 with any feedback / comments.

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 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 September 10, 2024.

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Chairman – Billy Sims

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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: Administrative Subdivision

#### General Information

<b>Applicant:</b>	Susan, Pearlie & Daniel Crews, owners
<b>Surveyor of Record:</b>	Moon Meeks & Associates, Inc.
<b>Site Location:</b>	1001 & 1003 14 <sup>th</sup> Street
<b>Acreage:</b>	0.36 +/- acres
<b>Number of Lots:</b>	Combine 2 parcels into one parcel
<b>Current Zoning:</b>	C-2 General Commercial District
<b>Current Use of Property:</b>	Tax Service and Vacant Building
<b>Proposed Use of Property:</b>	Tax Service
<b>District:</b>	Two (2)
<b>Survey Plat:</b>	Attached
<b>City Services:</b>	Phenix City Water & Sewer, Police, Fire, Street & Drainage

#### Staff Comments

None.

#### Engineer/Owner Comments

None.

Rec'd 9-2-24 10:52am

**NOTES:**

1. The field data upon which this plat is based has a closure precision of 1 in 100,000 and a closure error of 0.2' per angle point, and was adjusted using the least squares rule.
2. This plat has been calculated for closure and was found to be accurate within one (1) centimeter.
3. This survey was performed with a Geomatics Zoom 90.
4. This survey was performed without the benefit of a Geomatics Zoom 90.
5. This survey was performed on 15 July 2024.
6. Reference Deeds recorded in Deed Book 1520, Page 175, & Book 1537, Page 132, Russell County, Alabama court records.

**EASEMENT NOTES**

1. All easements shall be for the benefit of the property.
2. Structures are prohibited on easements.
3. Access shall not be restricted by un-gated fences.
4. No trees or shrubs shall be planted in the right-of-way easement.
5. All water and sanitary sewer mains on property are privately owned and maintained.
6. The subdivision plat, the owners of this property, hereby grant to the City of Phenix City, a blanket easement across all lots in this subdivision for access to and maintenance of the water mains and water meter valves lying on and serving this property within above the city to dig within five (5) feet of all water meters.

**OWNER'S CERTIFICATE**

I, Susan, Patricia, & Daniel Patrick Crews, hereby certify that we, owners of the property shown and described herein, hereby approve this subdivision plat and the easements contained herein. Right-of-Ways, walks, easements, ponds and other open spaces for public or private use are indicated.

Susan Crews 9/16/2024  
 Patricia Crews 9/16/2024  
 Daniel Patrick Crews 9-16-24

**NOTARY CERTIFICATE**

STATE OF ALABAMA, COUNTY OF RUSSELL

I, Anthony T. Slaughter, a notary public, hereby certify that Susan Crews, Patricia Crews & Daniel Patrick Crews, whose names are signed above, and who are personally known to me, executed the foregoing instrument on the day and date therein stated, and that they executed the same voluntarily on the day the same bears date.

My Commission expires 6/1/25  
 NOTARY PUBLIC

ANTHONY THAMES SLAUGHTER  
 Notary Public  
 Alabama State at Large

**CERTIFICATE OF APPROVAL BY THE COUNTY ENGINEER**

This plat has been approved by the Russell County Engineer for recording in the office of the Judge of Probate of Russell County, Alabama.

County Engineer \_\_\_\_\_ Date \_\_\_\_\_  
 County of Russell, Alabama

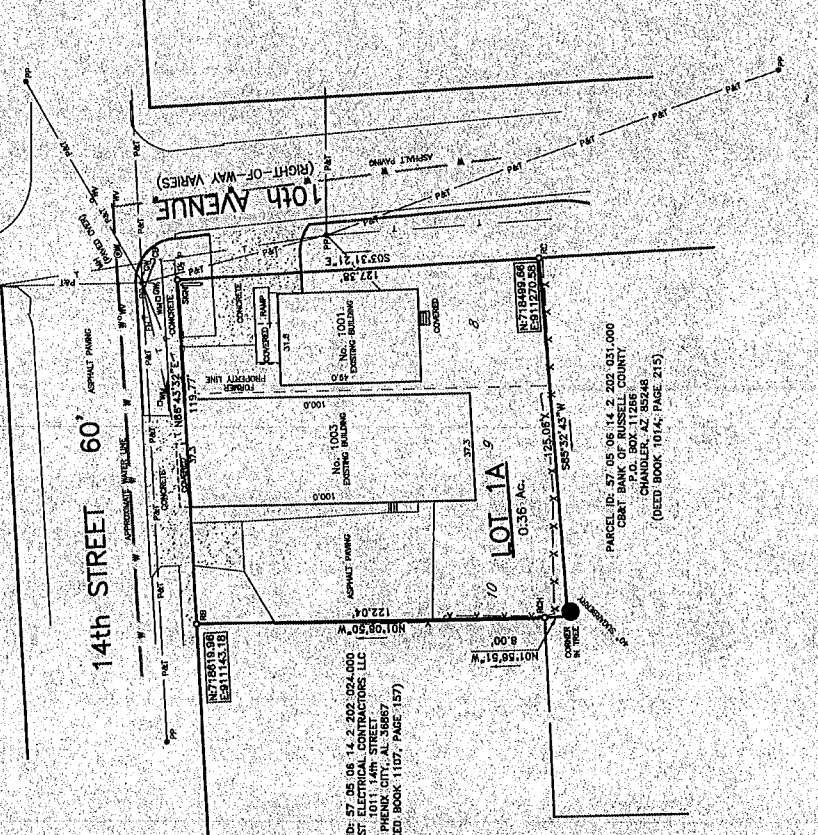
**ADMINISTRATIVE REPLAT OF**  
**PART OF LOTS 8, 9 & 10, BLOCK 233**  
**TOTTENS MAP**  
 LYING IN SECTION 14, T17N, R30E  
 PHENIX CITY, RUSSELL COUNTY, ALABAMA  
 Scale 1" = 30' 14 August 2024  
**MOON MEKS & ASSOCIATES, INC.**  
 Civil Engineers & Surveyors  
 100 Southern Way Suite A Columbus, Georgia 31904  
 (706) 327-8506

**CERTIFICATE OF PLANNING COMMISSION**

I, hereby certify that the subdivision shown herein has been found to comply with the Subdivision Regulations of the City of Phenix City, Alabama, with the exceptions of variances, and that it has been approved for recording in the office of the Judge of Probate of Russell County, Alabama.

Chair, Planning Commission \_\_\_\_\_ Date \_\_\_\_\_  
 Secretary, Planning Commission \_\_\_\_\_ Date \_\_\_\_\_

- LEGEND**
- REBAR & CAP FOUND (S&W) (15457)
  - REBAR & CAP FOUND (WOBBS & SMITH)
  - 17" REBAR FOUND
  - RICHED TOP IRON FOUND
  - CALCULATED POINT
  - GUT WIRE
  - TELEPHONE LINE
  - POWER & TELEPHONE LINES
  - WALL
  - WATER VALVE
  - FIRE HYDRANT
  - WATER METER
  - POWER POLE
  - COMMUNICATION BOX
  - SIGN



**VICINITY MAP**  
 NOT TO SCALE

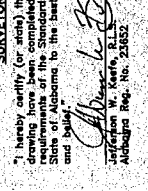
Parcel 10-27-05-06-14-2-265-021-000  
 GEN. BANK OF RUSSELL COUNTY  
 CHANDLER, AZ 85248  
 (DEED BOOK 1014, PAGE 215)

**PARCEL 10-27-05-06-14-2-265-021-000**  
 SOUTH EAST ELECTRICAL CONTRACTORS LLC  
 1011 14th STREET  
 PHENIX CITY, AL 36860  
 (DEED BOOK 1107, PAGE 157)

**SURVIVOR'S CERTIFICATE**

I, hereby certify (or attach) that all parts of this survey, and requirements of the Standards of Practice for Surveying in the State of Alabama to the best of my knowledge, information, and belief.

Anthony T. Slaughter 9/16/24  
 Notary Public  
 Alabama State at Large







**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

**STEVE BAILEY**  
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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:** September 6, 2024

**RE:** Administrative Subdivision – 0.36 +/- acres located at 1001 & 1003 14<sup>th</sup> Street

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