

The Russell County Planning Commission
Meeting Minutes
October 21st, 2008
4:30 P.M. EST

An adjourned meeting of the Russell County Planning Commission was called to order by the Chairman R.C. Adams. Members present were Dillie Elliott, Rick Perry, William Friend, Carla Thomas, David Ellis, Dr. Thomas Shelton, and J.C. Batchelder. Also present were Larry Kite, Johnny Burell, J.W. Brannen and Beth Monk, who kept the minutes.

Chairman Adams requested approval of the September 16th, 2008 meeting minutes. Rick Perry motioned to approve the minutes and was seconded by David Ellis. The vote to approve was unanimous.

There is a request for a variance for Ihagee Creek Plantation. Mr. Russell Slappey was not present at this time, but was expected to arrive soon. Chairman Adams moved to discuss other items until Mr. Slappey arrives.

Chairman Adams: The next Planning Commission will be November 18th, 2008.

David Ellis: that will be a long time not to have a meeting. I know of some Developers that need approval on plats, now.

Chairman Adams: Larry, are there plats you are presently reviewing.

Mr. Kite: Only Patriot's Point at this time. It is not complete yet.

David Ellis: They wanted to be at this meeting.

Chairman Adams: When they get ready; we will call a meeting.

Chairman Adams: I have received educational materials from the American Planning Association. They have a lot of classes for Planning Commissions and a lot of the classes are on-line courses. If you sign up for on line classes they run \$70 to \$85. You can also apply for a quarterly magazine. I would like to request for money to apply for this.

J.W. Brannen: Auburn University offers a four day course and is well worth the expense. I do not know when it is scheduled but I will check on it.

Mr. Adams: Bill Friend, Inspector, explain the business license required by Russell County.

Mr. Friend: We are going into the second year of purchasing Business license. When Land developers come in with plats, he should have certification from the State of Alabama and also a Russell County Business License. They have not been purchasing these unless we happen to catch them out working. I think when they come in for plat approvals they should be handed something saying they are required to have a Russell County Business License. The licenses are good for 1 year. The last few developers we have checked did not have them or did not have them with them. One did not have the State or County Certification and they did not know about the requirement, which is possible. We need a way to inform Developers and builders about the requirements.

Chairman Adams: Larry, can these requirements be placed in the subdivision regulations along with the other changes?

Mr. Kite: Yes, they could be included in the pre-application. Is this needed for the contractor or developer?

Mr. Friend: All of them. The developer seems to get away, whereas the contractor has to get their license. The sub-contractors also need to purchase Russell County Business License. Plumbers and electricians need a State Certification and they all need the County License. This is a lot of revenue for the County. Greg will not issue a building permit unless the contractor shows proof of a state and county business license. The land developers are not aware they are required to have those items. The office should ask for a copy of the business license.

Mr. Adams: Has that always been on the books?

Mr. Friend: When the County License Law took effect and we adopted the Phenix City License, land developers, contractors, landscapers everybody is listed to have a license. If it is required by Phenix City it is also required by Russell County. Also depending on what he does he may need from state and county. A lawn service doesn't need a state certification, but as soon as he picks up a shovel and starts to dig, he becomes a landscaper and is required to have a state license and should still have a city and county license.

Chairman Adams: Mr. Friend to get with Mr. Kite so this requirement can be included in the regulations and communicate with the Building Department and Probate Judge.

Chairman Adams: Larry, discuss the changes made in the Subdivision Regulations.

Mr. Kite: Ben Elliott and I have not had the opportunity to discuss all the changes. We do have additional changes that need addressing besides changes that had been discussed at earlier meetings. We made some good changes after the public hearing, along with the help of Bill Barrett and Tim Simpson.

J.W. Brannen: Did easements remain as one easement is to serve one property. We had discussed changing that. I recommended leaving that as is, to keep people from trying to subdividing off large lots.

Larry Kite: The wording in the regulation states an easement can serve a maximum of two lots.

Mr. Brannen: It must be dedicated to one lot.

Mr. Kite: This is not what we changed: this was worded this way when we first looked at the regulations. Ingress/egress easement will serve a single lot 30 feet and ingress/egress easement with the minimum of 60 feet will serve the maximum of two lots.

Mr. Ellis: We are not talking about someone sharing there will be two 30 foot easements.

Mr. Kite: Then you are saying that should not be in there?

Mr. Brannen: No, was written before the Planning Commission was created.

Mr. Ellis: That is what was voted on.

Mrs. Elliott: That is what the County Commission approved.

Mr. Ellis: How many changes can we make?

Mr. Brannen: We can make as many as are needed and I would like to say, The Russell Commission does not rule over the subdivision regulations, the law is very clear, once the Planning Commission was established, it was up to them to approve or disapprove regulation changes. The County Commission has no authority. The Planning Commission is to hold the public hearings and they have full jurisdiction over the Subdivision Regulations, changes, etc.

David Ellis: We were not told that. We were told the County Commission had to approve them. The County Commission is to hold the public hearings and afterward they approved the regulations and all changes. That is what we were told; I don't know the law.

Dillie Elliott: We would have voted on these months ago had we known.

Mr. Brannen: We need to get a ruling on that.

Chairman Adams: We will get the County Attorney to get a ruling on that information.

Mr. Kite presented recommended changes to the Subdivision rules:

- **Section 5.1 General**
 - A drainage plan maybe required for Minor Subdivisions if warrant.
- **Section 5.2.2 Review of Preliminary Plat**
 - Preliminary Plat approval shall expire and be null and void after a period of 18 months or a period specified by the Planning Commission at the time of approval.
- **Section 5.2.3 Fee**
 - Subdivisions with less 100 lots:
Four Hundred Dollars (\$400.00)
 - Subdivisions with more than 100 lot:
Fifty dollars (\$50.00), plus five dollars (\$5.00) per lot
- **Section 5.4.6 Fee for Review of Final Plat**
 - Fees are due at time of submission of preliminary plat. See section 5.3.5 for fee schedule.
- **Section 7.1 General:**
 - State plane coordinates. Provide at least 3 reference points tied to state plane coordinates.
- **Section 7.2 Requirements**
 - **L. Cross-Sections.** Cross sections of existing roadways that adjoin the subdivision property and proposed roadway showing original and finished grades may be required by the County Engineer.
- **Section 7.3 As-built Plans**
 - **3.** Both fore slopes and back slopes shall be a maximum of 3 horizontal to 1 vertical or as approved by county engineer.
 - **6.** Concrete lined ditches shall have a flat bottom invert.
 - **9.** Drainage pipe located outside of the roadway may be High Density Polyethylene (HDPE) pipe meeting the requirements of ASTM F2306. HDPE pipe shall be installed according to ASTM D2321 or per manufacture's recommendations. Contractors will be required to familiarize themselves with the appropriate installation techniques for HDPE pipe.

- **Section 11.7 Lot width**
 - Lot width shall be measured at building line. Lot width shall not be less than 25'. Lot width at front and rear of house shall be at least 100'.
- **Section 11.9 Building Setback Lines**
 - The Minimum setback for lots with sewer shall be thirty feet (30') from the road right-of-way upon which the lot fronts, ten feet (10') from side lot lines and twenty feet (20') from lot lines.

Article XII

Landscaping and Tree Preservation

- **Section 12.4 Landscaping**
 - For any subdivision, the following point schedule shall satisfied:

Minimum Lot Size	40,000	15,000	9,000
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- **Section 13.7 Development Along an Existing County Road**
 - Additional right-of-way. Subdivision that adjoin or include existing streets may require additional right of way (ROW) as necessary to meet the minimum standards specified in the regulations. When part of the subdivision is on both sides of the existing street the entire additional ROW shall be provided. When the subdivision is located on only one (1) side of an existing street, one half (1/2) of the required ROW, measured from the centerline of the existing ROW, shall be provided.
- **Section 13.1 Entrance Requirements**
 - **A** single entrance shall serve a maximum of ninety-nine (99) lots. Where the property configuration prohibits the installation of more than one entrance, the Planning Commission may waive this requirement upon recommendation of the County Engineer. Two entrance roads shall serve a maximum of two hundred and fifty (250) lots. Each additional entrance road beyond two shall serve up to an additional two hundred and fifty (250) lots.
- **Section 13.14 Minimum Standards for Public Roads**
 - **H.** Horizontal Curves -The minimum radius of curvature of streets on the center line shall be as follows:

Type Of Street	Minimum Radius
Arterial	500 feet*
Collector	350 feet*
Local	180 feet*

*Super elevation where in the opinion of the County Engineer the radius warrants it.

A tangent of at least one hundred (100) feet in length shall be introduced between reverse curves on all streets unless otherwise approved by the Engineering Department.

- **K.** Drainage – Drainage pipe located outside of the roadway may be High Density Polyethylene (HDPE) pipe meeting the requirements of ASTM F2306. HDPE pipe shall be installed according to ASTM D2321 or per manufacturer’s recommendations. Contractors will be required to familiarize themselves with the appropriate installation techniques for HDPE pipe.
- **O.** Base Course - The base course shall extend at least twelve inches (12) beyond the edge of pavement.
- **T.** Sidewalk – All sidewalk installed on the right-of way shall be designed to ALDOT specifications and approved by the Russell

County Engineer. A separate bond shall be required if sidewalks are to be constructed after final plat has been approved and signed by the County Engineer.

- **V.** Striping – All striping and legends that may be required by the County Engineer shall conform to applicable ALDOT specifications. The material shall be reflective thermoplastic material.
 - **W.** Turning Lanes – Turning lanes shall be required if they are deemed necessary by the County Engineer and the Russell County Planning Commission.
- **Section 13.15 Minimum Standards for Private Roads Maintained by the Owner**
 - **L.** Service lines under pavement shall be Polyethylene tubing enclases in 1 ½" PVC pipe. May need to be changed.

David Ellis motioned to let the committee review these changes and others and return with recommendations; seconded by William Friend. The vote was unanimous.

The Committee consists of Dillie Elliott, David Ellis, William Friend, Gordon Cox, and Attorney Walter Gray; also contact Richard Sellers to be at the meeting. The Committee will meet October 29th at 1 p.m. in the Commission Chambers.

Chairman Adams: Mr. Kite about the bond for River's Reach.

Mr. Kite: Ben Elliott has been in constant contact with them and they do know we can call the bond due. The last information received; there was a buyer who was going to assume the responsibility. That is not a guarantee. Calling in the bond is not a good end to the story. We really do not want to cash the bond and then try to figure out what to do.

Mr. Brannen: I recommend sending letters to people that have purchased lots and let them decide what to do.

Mr. Kite: we need to consult with an attorney with the legal issues.

Mr. Adams: Larry, investigate the River's Reach situation and report the next meeting.

The meeting was adjourned.