

**CITY OF FOLEY  
PLANNING COMMISSION  
WORK SESSION &  
MEETING**

**December 10, 2025**

**City Hall  
Council Chambers  
At 4:00 p.m.**

**PLANNING COMMISSION  
WORK SESSION AGENDA December 10, 2025  
(Council Chambers of City Hall) 4:00 P.M.**

The City of Foley Planning Commission will hold a work session on December 10, 2025 at 4:00 p.m. in the Council Chambers of City Hall located at 407 E. Laurel Avenue.

**WORK SESSION:**

**1. Replat Foley Beach Express West Industrial Park, Phase 2- Preliminary**

The City of Foley Planning Commission has received a request for preliminary approval of the Replat Foley Beach Express West Industrial Park, Phase 2 which consists of 114 +/- acres and 2 lots. Property is located N. of Doc McDuffie and W of Foley Beach Express. Applicant is City of Foley- Taylor Davis.

**2. Zoning Ordinance Amendments**

ZO Amendments will be provided electronically once completed.

**PLANNING COMMISSION  
MEETING AGENDA DECEMBER 10, 2025  
(Council Chambers of City Hall)  
Immediately Following Work Session**

The City of Foley Planning Commission will hold a meeting on December 10, 2025 immediately following the work session in the Council Chambers of City Hall located at 407 E. Laurel Avenue.

**MEETING MINUTES:**

Approval of the November 12, 2025 work session and meeting minutes.

**AGENDA ITEMS:**

**1. Replat Foley Beach Express West Industrial Park, Phase 2- Preliminary**

The City of Foley Planning Commission has received a request for preliminary approval of the Replat Foley Beach Express West Industrial Park, Phase 2 which consists of 114 +/- acres and 2 lots. Property is located N. of Doc McDuffie and W of Foley Beach Express. Applicant is City of Foley- Taylor Davis.

**Public Hearing:**

**Planning Commission Action:**

**2. Zoning Ordinance Amendments**

ZO amendments will be provided electronically once completed.

**Public Hearing:**

**Planning Commission Action:**

**3. Approval of the 2026 By-Laws**

**4. Select 2026 Officers**

**PLANNING COMMISSION  
WORK SESSION MINUTES NOVEMBER 12, 2025  
(Council Chambers of City Hall) 4:00 P.M.**

The City of Foley Planning Commission held a work session on November 12, 2025 at 4:00 p.m. in the Council Chambers of City Hall located at 407 E. Laurel Avenue. Members present were: Wes Abrams, Deborah Mixon, Bill Swanson, Vera Quaites and Calvin Hare. Absent members were: Ralph Hellmich, Tommy Gebhart, Phillip Hinesley and Larry Engel. Staff present were: Miriam Boone, Planning Director; Eden Lapham, Planner 1; Wayne Dyess, Director of Infrastructure and Development; Nelson Bauer, Infrastructure and Development Program Manager; Taylor Davis, City Engineer; Jackie McGonigal, Environmental Manager; Buford King, Director of Public Projects and Amanda Cole, Acting Recording Secretary.

**WORK SESSION:**

**1. Shadow Lakes Apartments- Site Plan**

The City of Foley Planning Commission has received a request for approval of Shadow Lakes Apartments site plan. Property is located at the NW Corner of Co Rd 20 and S. Pine St. Applicant is Forrest Daniell and Associates- Michael Triplett.

Mrs. Miriam Boone stated staff was recommending approval. There were a couple of comments about meeting applicable building codes and the applicant is aware of the requirements.

Commissioner Swanson asked how many units are being proposed.

A representative stated 104.

Mrs. Boone stated this item was coming in as a site plan because it is part of a previously approved PUD.

**2. Zoning Ordinance Amendments**

Chairman Abrams stated the zoning amendments has been withdrawn from the agenda.

**3. 2026 Meeting & Deadline Calendar**

Mrs. Boone stated many staff members had reviewed the calendar to make sure the dates were not conflicting with any holidays.

**ADJOURN:**

The work session ended at 4:02 p.m.

**PLANNING COMMISSION  
MEETING MINUTES NOVEMBER 12, 2025  
(Council Chambers of City Hall)  
Immediately Following Work Session**

The City of Foley Planning Commission held a meeting on November 12, 2025 immediately following the work session in the Council Chambers of City Hall located at 407 E. Laurel Avenue. Members present were: Wes Abrams, Deborah Mixon, Bill Swanson, Vera Quaites and Calvin Hare. Absent members were: Ralph Hellmich, Tommy Gebhart, Phillip Hinesley and Larry Engel. Staff present were: Miriam Boone, Planning Director; Eden Lapham, Planner 1; Wayne Dyess, Director of Infrastructure and Development; Nelson Bauer, Infrastructure and Development Program Manager; Taylor Davis, City Engineer; Jackie McGonigal, Environmental Manager; Buford King, Director of Public Projects and Amanda Cole, Acting Recording Secretary.

Chairman Abrams called the meeting to order at 4:02 p.m.

**MEETING MINUTES:**

Approval of the October 15, 2025 work session and meeting minutes

Commissioner Swanson made a motion to approve the October 15, 2025 work session and meeting minutes. Commissioner Hare seconded the motion. All Commissioners voted aye.

**Motion to approve the October 15, 2025 work session and meeting minutes passes.**

**AGENDA ITEMS:**

**1. Shadow Lakes Apartments- Site Plan**

The City of Foley Planning Commission has received a request for approval of Shadow Lakes Apartments site plan. Property is located at the NW Corner of Co Rd 20 and S. Pine St. Applicant is Forrest Daniell and Associates- Michael Triplett.

Mrs. Miriam Boone stated staff is recommending approval. The applicant has met with staff multiple times and have modified a few items based on staff comments.

Commissioner Hare asked about the existing infrastructure specifically water and sewer.

Taylor Davis stated he believed anything pertaining to water and sewer Riviera Utilities will need to test before they would sign off on it.

**Planning Commission Action:**

Commissioner Hare made a motion to approve the requested site plan. Commissioner Swanson seconded the motion. All Commissioner voted aye.

**Motion to approve the requested site plan passes.**

## **2. Zoning Ordinance Amendments**

### **Public Hearing:**

Chairman Abrams asked if there were any members of the public to speak on the item. There were none.

### **Planning Commission Action:**

Mrs. Boone explained the item has been withdrawn from the agenda.

## **3. 2026 Meeting & Deadline Calendar**

### **Planning Commission Action:**

Commissioner Swanson made a motion to approve the 2026 meeting and deadline calendar. Commissioner Mixon seconded the motion. All Commissioners voted aye.

### **Motion to approve the 2026 meeting and deadline calendar passes.**

Mr. Wayne Dyess wanted to take a minute to announce Taylor Davis was selected by the City Council as the new City Engineer.

Mr. Dyess also introduced Buford King who has been hired as the Director of Public Projects and welcomed back Jackie McGonigal to the city as the Environmental Manager.

### **ADJOURN:**

Chairman Abrams adjourned the meeting at 4:08 p.m.



## PLANNING COMMISSION JOINT STAFF REPORT

# DECEMBER 2025

**STAFF RECOMMENDATION:** Approval

**PROJECT NAME:** Replat Foley Beach Express West Industrial Park Phase 2

**REQUEST:** Subdivision

**SUBTYPE:** Preliminary

**OWNER / APPLICANT:** City of Foley - Taylor Davis

**ACREAGE:** 114

**NUMBER OF LOTS:** 2

**PIN#(s):** 81917 & 13764

**LOCATION:**

N of Doc McDuffie Rd, W of FBE Foley

**PROJECT DESCRIPTION:**

Foley Beach Express West Industrial Park Phase 2

\*UPDATED\* SEPERATE ROUNDABOUT

ENTRANCE ROAD FROM LOT 3

**CURRENT CITY ZONING:**

M-1, Light Industry

**OVERLAY DISTRICT:**

FBEOD, Foley Beach Express Overlay District

**REQUESTED ZONING:**

N/A

**ADJACENT ZONING:**

M-1 & PID

**COUNTY ZONING:**

N/A

**COUNTY LOT SIZE:**

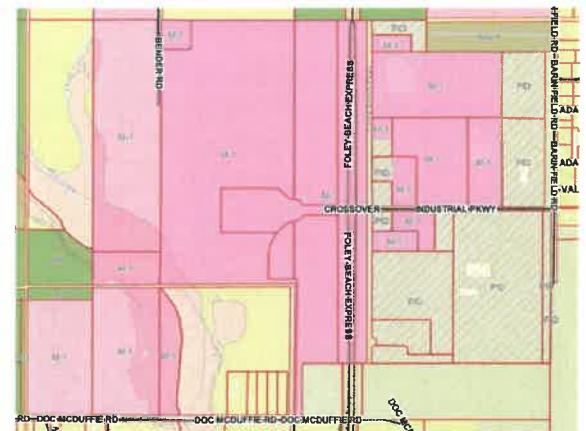
N/A

**FUTURE LAND USE:**

IN - Industrial

**EXISTING LAND USE:**

Vacant



**PC JOINT STAFF REPORT**

**Reviewer:** Engineering Team, 2519524021, [tdavis@cityoffoley.org](mailto:tdavis@cityoffoley.org), Engineering

**Review Status:** Approved

1. Engineering recommends approval

**Reviewer:** Jackie McGonigal, 251-923-4267, [jmcgonigal@cityoffoley.org](mailto:jmcgonigal@cityoffoley.org), Environmental

**Review Status:** Approved

**Reviewer:** Chad Brewer, 251-943-1266, [cbrewer@cityoffoley.org](mailto:cbrewer@cityoffoley.org), Fire Department

**Review Status:** Approved

**Reviewer:** Jonathan Cottis, 251-952-4011, [jcottis@cityoffoley.org](mailto:jcottis@cityoffoley.org), Building Department

**Review Status:** Approved

**Reviewer:** Miriam Boone, 251-952-4011, [mboone@cityoffoley.org](mailto:mboone@cityoffoley.org), Planning and Zoning

**Review Status:** Approved



# **PLANNING COMMISSION BY-LAWS THE CITY OF FOLEY, ALABAMA**

## **Article 1 – Authorization**

1. The City of Foley Planning Commission, hereinafter called the Commission, is organized pursuant to Section 11-52-2, et. Seq., Code of Alabama, 1975, as amended.
2. As an agency of the City of Foley, the principal office of the Commission shall be located within the Foley Municipal Complex. The Commission may have such other offices located in the City as may be necessary for the effective fulfillment of its duties.

## **Article II – Compensation**

1. Members of the Commission serve without compensation, but may be reimbursed for actual expenses incurred in connection with official duties.

## **Article III – Officers**

1. The commission shall elect a Chairman and a Vice-Chairman from among the six members appointed by the Mayor and fill such other offices as it may determine necessary for the proper functioning of the Commission. The Chairman and other officers shall be elected at the annual meeting of the Commission by a majority of the full Commission membership.
2. The terms of office of the Chairman, Vice-Chairman and any other offices shall be one year with eligibility for re-election. Each officer shall hold office until his/her term expires or until he/she shall resign or be removed.
3. The Chairman shall preside at all meetings of the Commission: call special meetings as required, sign documents of the Commission and see that all actions of the Commission are properly taken. If the Chairman or the Vice-Chairman is not able to preside at any meeting of the Commission and a quorum is present, an Acting Chairman to serve only at that meeting shall be elected by a majority of the quorum present.
4. The Vice-Chairman shall, during the absence, disability or disqualification of the Chairman, exercise and perform all the powers and duties and be subject to all the responsibilities of the Chairman. The Vice Chairman shall succeed the Chairman if the Chairman vacates the office before his/her term is

completed. In that event, a new Vice-Chairman shall be elected from among the Commission membership at the next regular meeting of the Commission.

#### **Article IV – Administrative Staff**

1. The administrative staff of the Commission shall be a Secretary and others deemed necessary and appointed by the City.
2. The Secretary shall see that the minutes of all meetings are recorded in an appropriate minute book; give or serve all notices required by law; prepare an agenda for all meetings; inform the Commission of any correspondence relating to the business of the Commission; and see that all action of the Commission are dealt with as directed by the Commission
3. Staff, including but not limited to, Planner, Engineer, Fire Inspector, Environmental Manager and Building Official shall provide input to the Commission as needed on plans, applications and other activities undertaken by the Commission.
4. The Commission may secure the services of Legal Counsel to the City as required in specific cases. In this case, the Commission member should contact the Commission Chairperson. The Chairperson would then contact the Planner/Building Official to route the request through standard City procedures for legal counsel.

#### **Article V – Meetings**

1. The regular meeting of the Commission shall be the third Wednesday of each month beginning at 5:30 P.M. in the Council Chamber at the Foley City Hall, or as otherwise determined by a majority vote of the Commission membership. The regular monthly meeting may be changed for good reason by the Chairman.
2. The annual meeting of the Commission shall be the first regular meeting in January of each year. New officers, elected in December, will begin serving their term.
3. Workshops and other special meetings may be called by the Chairman at any time upon giving at least forty-eight hours notice to each Commission member.
4. A quorum for the official transaction of business by the Commission shall consist of five members. Each member of the Commission shall have one vote on any matter requiring a decision of the Commission. Except as otherwise required by law, a majority vote of the members present shall suffice to take action on any motion presented to the Commission. The method of voting

may be verbal, a show of hands or, if requested by a Commission member, by roll call.

5. Any member of the Commission who may have a conflict of interest on any item that is on the Commission agenda shall voluntarily recuse himself and refrain from discussing and voting on said item.
6. The Chairman shall determine the order of business for each meeting and shall generally conduct each meeting in compliance with Robert's Rules of Order, as last amended.

#### **Article VI – Agenda**

1. All applications, maps, plats and other correspondence shall be initially filed in the Office of the Community Development Department. No application or other matter for Commission consideration shall be placed on the agenda for any meetings unless it is complete in every detail, the proper fees have been posted with application, and it shall have been received in the Community Development Department within the time frame stipulated in the Zoning Ordinance or Subdivision Regulations currently in effect within the City of Foley.

#### **Article VII – Amendment**

1. These By-Laws may be amended at any meeting of the Commission by a concurring vote of a majority of the full Commission membership; provided that five days advance notice of such amendment shall be given to each member.

#### **Article VII – Adoption**

1. These By-Laws were reviewed, approved and officially adopted by the City of Foley Planning Commission. All previous By-Laws of the Commission are hereby repealed.