



MINUTES OF THE ALABASTER

PLANNING AND ZONING  
COMMISSION MEETING

TUESDAY, JUNE 24, 2025 | 6:30 PM  
COUNCIL CHAMBERS | 1953 MUNICIPAL WAY

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**I. CALL TO ORDER**

Meeting called to order at 6:33 PM

**II. ROLL CALL**

Staff Present

Vanessa McGrath, City Planner

Kim Brothers, Planning and Zoning Coordinator

PRESENT

River Morris

Brian Binzer

Kerri Pate

Calvin Rumph

Tommy Ryals

Thomas Lamb

Terrill Lane

Kelly Preveaux

ABSENT

Alan Tanner

**III. APPROVAL OF MINUTES**

- a. Approval of the May 27, 2025, Planning Commission Minutes

Motion made by Pate, Seconded by Rumph.

Voting Yea: Pate, Rumph, Ryals, Lamb, Lane

Voting Abstaining: Binzer, Preveaux

Request to change the agenda items order by moving item 6 to item 3 so the two can be heard together and then pushing the rest of the items down.

Motion made by Ryals, Seconded by Rumph

Voting Yea: All

**IV. AGENDA ITEMS**

2. **BR-2025-0054 The Enclave (Sector 2 Phase 14, Cedar Grove at Sterling Gate)**

Address: The Enclave (Sector 2 Phase 14, Cedar Grove at Sterling Gate)  
Owner: Sterling Gate Ventures LLC  
Applicant: Sterling Gate Ventures LLC  
PIN: 23 2 03 2 001 004.002  
Zoning: R-3 (Single Family Residential District)  
Request: Partial Bond Release for Gazabo, Sidewalks and Handrails.

Ms. Vanessa McGrath reviewed the request. The developer is requesting two items for bond release \$8,080.00 for sidewalks, steps, handrails and the second item for gazebo materials and installation \$2,046.00. The bond multiplier is \$5,063.00 for a partial bond release of \$15,189.00. That will leave remaining improvements and bond amount for curb & gutter \$4,500, erosion control \$5,500, handicap ramps \$25,000 with a bond multiplier of \$17,500 for a total bond remaining \$52,500

Mr. Mark Drummond was present to represent the request. Mr. Drummond stated they are requesting partial bond release and believe they have done everything and are compliant with what needs to be done.

Ms. McGrath spoke about the city engineer's inspection and gave comments from staff.

Mr. Ryals spoke of the 2019 approved plan that included landscaped park area down to the bottom not just the top but cannot find where that was amended. He understands there is no logical way to get to that but does not change the fact the top part is supposed to be a common area for residents to use. He is not aware of any vote to amend the plan to change to a maintenance area.

Mr. Drummond stated this is a private walkway and does not need to be ADA compliant. Also, the walkway goes across the detention pond and down. There was a topographic infeasibility the steps had to put in. No physical way to do without steps. The city approved construction plans with the steps. Final plat was approved. The HOA owns the common area and easement and if the HOA wants to make it something for the residents to walk on that's within the HOA governments. The sign was put up to protect the HOA so it would not be used as public venue. The HOA can change the sign if they want to.

Mr. Ryals asked about the gazebo, the construction and cost.

Mr. Drummond spoke of the construction and the cost of the gazebo.

Continued discussion regarding the gazebo and the covenants and restrictions.

Ms. Pate spoke of the quality of the homes in the subdivision and that this gazebo is not reflective of what was approved and spoken about.

Continued discussion of the responsibilities of the HOA with upkeep of grass and ponds.

Mr. Ryals stated it's not too much to ask from where we started to where we are now to have a decent looking gazebo. Mr. Drummond stated if the HOA or the city would like to

keep the \$2,000 bond to do so. Give to HOA to improve on what they built they do not have a problem with that but feel they have complied.

Ms. McGrath stated this is not a public hearing but that the HOA was here to speak.

Mr. Howard Jones with the HOA Board was present to represent. He stated there are not a lot of HOA common area for the Enclave residents. Sterling Manor has kids' playground, club house and tennis courts. The visions was a green space for the 67 homes built with the gazebo as the centerpiece. The final plat displayed a gazebo with no size indicated but the picture presented was not what was anticipated. Since these three items are completed, they do not have an objection to release the bond. They would like the common area to be accessible to the Enclave owners.

Mr. Ryals asked if they would want them to build an accurate gazebo but don't think \$2,000.00 is enough. Mr. Jones agreed and said the cost of the bond would probably not help them out very much due to the cost it took to build this one.

Mr. Drummond clarified that the signage was to keep the general public out and the HOA owns the property and their easements. He recommended they change the sign to say it is a private walkway.

Mr. Lane asked Vanessa to reiterate what Mr. Binzer asked for options for the board and the applicant.

Vanessa stated that they can 1) Release as requested. 2) Deny the request to partial release. 3) Hold until they finish everything and then release the bond 4) Pull the bond.

Vanessa reviewed the City Engineers report with continued discussion on the HOA ground maintenance responsibilities.

Mr Drummond feels very confident that the city engineer would not have allowed final plat approval without the grass and trees. And that both have failed after the fact.

Mr Drummond stated he would be happy to repaint handrail and provide end caps.

Motion made by Rumph, Seconded by Pate.

Voting Nay: Morris, Binzer, Pate, Rumph, Ryals, Lamb, Lane, Preveaux

Request for the partial release of the bond was not approved.

### **3. MS-2025-0065 Mayfair Subdivision**

Address: Mayfair Subdivision

Owner: Garden Street Communities Southeast LLC

Applicant: Engineering Design Group

PIN: 23 2 04 0 001 007.000

Zoning: R-3 (Single Family Residential)

Request: Modify the location of an amenity

Ms. Vanessa McGrath reviewed the request.

Mr. Joe Schifano was present to represent the request. He spoke of the site challenges of shallow rock that were discussed in the pre-meeting. Request to relocate that amenity between the homes.

Mr. Ryals asked if the other common areas would be suitable.

Mr. Schifano stated due to topography it would be challenging.

Mr. Binzer asked if there was room on some of the lots to make them smaller in order to make the walkway bigger.

Continued discussion on the sizes of the lots and the R-3 zoning.

Luke with Garden State Communities did not feel it would be an issue to create a common area instead of an easement to access the area behind the houses.

Vanessa stated to modify the preliminary plat now to make it a common area instead of an easement and show that on the Final Plat. This is a 10-foot easement so thoughts would be 15 feet common area that would allow lots to be in compliance with the zoning.

Mr. Rumph spoke of the lighting around the area. Mr. Schifano stated the owner wants low voltage to discourage night use.

Mr. River Morris asked to review the topography map and the common areas. Mr. Schifano stated the trail on the mountain will be challenging and will not meet ADA requirements.

Motion to approve the requested amenity relocation to include the extra five feet to the entrance that is in between lots.

Motion made by Morris, Seconded by Rumph.

Voting Yea: Morris, Binzer, Pate, Rumph, Ryals, Lamb, Lane, Preveaux

The change in location of the amenity was approved with the addition of 5 feet to the entrance to access the area.

#### **4. MS-2025-0086 Mayfair (Preliminary Plat Extension)**

Address: Mayfair Subdivision

Owner: Garden Street Communities Southeast LLC

Applicant: Engineering Design Group

PIN: 23 2 04 0 001 007.000

Zoning: R-3 (Single Family Residential)

Request: Extension of Preliminary Plat

Ms. Vanessa McGrath reviewed the request. The request is for an extension to the Preliminary Plat to be completed by January 2026.

Mr. Joe Schifano was present to represent the request. He has nothing more to add but did state due to the construction complications they are requesting this extension.

Motion made by Pate, Seconded by Ryals.

Voting Yea: Morris, Binzer, Pate, Rumph, Ryals, Lamb, Lane, Preveaux

Motion to extend the Preliminary Plat to January 2026 was approved.

## **5. FP-2025-0071 Wynlake Sector 6 Phase 2**

Address: Wynlake Sector 6 Phase 2

Owner: Valor Communities LLC

Applicant: MD Holdings LLC, Township Landing

PIN: 23 5 22 0 003 052.000

Zoning: R-3 (Single Family Residential)

Request: Final Plat for Wynlake Sector 6 Phase 2 (50 Lots)

Ms. Vanessa McGrath reviewed the request. This is the last phase of Wynlake and it is a 50-lot subdivision that will connect sector 6 phase 1 and sector 5. This will complete the whole subdivision. The subdivision is completed minus the power. The Engineer expects this to be done in a week to month. The bond includes \$65,373.75 for seal coat, \$15,000 for erosion control if needed, \$33,000 for landscape buffer along Shelby County Rd 80 and \$5,000 for ADA ramps total of \$118,373.75 before the multiplier with a total of \$177,560.63 after the multiplier. The covenants are the same as Sector 5 and 6 phase 1. They are adding the description of the property into the covenants with no changes, additions or subtractions. The power has been paid but not completed. The City Engineer and the Building Official will not be able to sign the final plat until the power is complete.

Mr. Matt Deason was present to represent the request. He is requesting Final plat after the power is finished. He is expecting completion in two to three weeks.

The Public Hearing was opened.

Mr. Dale Gray 1345 Mission Hills Road was present to speak. He wants to talk about the homes in this last phase they do not meet the city codes. To his understanding, all four sides of the house need to be the same material. Spoke of the BZA variance given. The back side of the property is his concern. He will see the backs of the houses from Mission Hill Road. He does not feel we should allow another 30 to 35 homes to be built that don't meet city code. Law should be changed or held to the codes. He would like to see the developer build a fence that is consistent the whole way down to help with the noise.

Ms. Vanessa spoke of the covenants and property history. This was not part of the existing Homeowners Association so they two separate HOAs. In 2023, four-sided architecture was approved. Sector 5 and Sector 6 Phase 1 were already approved prior to that ordinance. This went before the BZA and was asked for a variance to allow for the last phase to match the other two. The other two phases do not have 4-sided architecture, so the developer wanted the last phase to follow suit. The BZA approved the request. The fence and look of

the subdivision were discussed at the BZA and the BZA felt the 20-foot landscaped buffer would be fine.

Mr. Tommy Ryals spoke of the buffer being bonded and it will be completed prior to the bond release.

Ms. Priscilla Gray 1345 Mission Hills Road. She has seen a lot in all the years they have lived in Alabaster. She spoke of the look of the area and the homes. She cares what the subdivision looks like. She would like PC to make a uniform rule if it backs up to a major street to make sure the developers will ensure that it looks good along that street.

Mr. Bill Mason 1345 Mission Hills Road. Spoke of environmental issues with the area. He would like the developers to be held accountable. He wants the PC to make sure it is done. Wants to make sure berms are correct and who is controlling the fences.

Vanessa clarified it is a buffer not berms. She gave the buffer definition and spoke of the variance received from BZA.

The Public Hearing was closed.

Mr. River Morris left the meeting.

Motion made by Lamb, Seconded by Ryals.

Voting Yea: Preveaux, Binzer, Pate, Rumph, Ryals, Lamb, Lane

Final Plat was approved as presented.

#### **6. PZ-2025-0082 224 Jaybird Lane**

Address: 224 Jaybird Lane

Owner: Wendy McNish

Applicant: Wendy McNish

PIN: 23 5 15 0 001 030.012

Zoning: Shelby County Unincorporated

Request: Pre-zone to R-3 (Single Family Residential)

Ms. Vanessa McGrath reviewed the request.

Ms. Wendy McNish was present to represent the request. Since her husband passed away, she would like fire protection and emergency services. This is something important to her since she works for the city and grew up around here. She spoke of legal access.

Mr. Will Palmer stated he spoke with Mr. Lamb about fire protection and if fire sprinkling the home would help.

Mr. Thomas Lamb said if dispatched the code would be to make an attempt if called. But they do not want it to be annexed due to the fact it does not meet the distance from a fire hydrant location, and the road is not the dimensions needed to be able to bring a fire truck to the site.

Continued discussion on the fire hydrants and liability the city will have with a property that does not meet the requirements.

Ms. Vanessa stated there is still problems with access with it not being a city street and no ingress/egress easement to the property from a City Street.

The Public Hearing was opened.

The Public Hearing was closed.

Motion made by Pate, Seconded by Binzer.

Voting Yea: Binzer, Pate, Rumph, Ryals, Lane, Preveaux

Voting Nay: Lamb

Favorable recommendation was made to the City Council to Pre-zone the property to R-3 (Single-Family Residential) if annexed into the city.

**7. AX-2025-0080 224 Jaybird Lane**

Address: 224 Jaybird Lane

Owner: Wendy McNish

Applicant: Wendy McNish

PIN: 23 5 15 0 001 030.012

Zoning: Shelby County Unincorporated

Request: Annex into the Alabaster City Limits

Ms. Vanessa McGrath reviewed the request.

Mr. Lane asked Mrs. McNish if she had anything to add. She stated she had nothing.

The Public Hearing was opened.

The Public Hearing was closed.

Motion made by Rumph, Seconded by Ryals.

Voting Yea: Binzer, Pate, Rumph, Ryals, Lane, Preveaux

Voting Nay: Lamb

Favorable recommendation was made to the City Council to annex 224 Jaybird Lane into the city.

**V. OTHER BUSINESS**

8. The next regularly scheduled meeting date is July 22, 2025

Additional discussion on adding nonprofits to the Institution zoning but do not allow for thrift stores or sales

Mr. Rumph wanted to discuss item 1 on the agenda. He feels we need to be very cautious on releasing bonds.

Brian and Vanessa spoke of amenities and not allowing them to be bonded but completed prior to Final Plat..

Vanessa informed the Planning Commission she would be leaving in August.

## **VI. ADJOURN MEETING**

Motion made by Pate, Seconded by Rumph.

Voting Yea: Binzer, Pate, Rumph, Ryals, Lamb, Lane

Meeting was adjourned at 8:27pm

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Terrill Lane, Chairman

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Vanessa McGrath, Secretary