

CITY OF VESTAVIA HILLS
PLANNING AND ZONING COMMISSION

AGENDA

OCTOBER 13, 2022

6:00 P.M.

Roll Call.

Pledge of Allegiance

Approval of Minutes: September 8, 2022

Preliminary Plats

- (1) **P-0622-15** Liberty Park Joint Venture, LLP Is Requesting **Preliminary Plat Approval** For **Brayfield Residential Phase II**. The Purpose for This Request Is To Plan Infrastructure, Private Streets, and 28 Residential Lots. The Property Is Owned By Liberty Park Joint Venture and Is Zoned Vestavia Hills PR-1.

Final Plats

Consent Agenda

- (2) **FP-22-5** Louis & Carrie Montgomery Are Requesting **Final Plat Approval** For **Montgomery's Resurvey Of Rosemont Place**. The Purpose for This Request Is to Create Two Lots. The Property Is Owned By Louis & Carrie Montgomery and Is Zoned Vestavia Hills R-1.
- (3) **FP-22-7** Patrick Gilbert Is Requesting **Final Plat Approval** For **A Resurvey Of Lots 18, 19, 20, 21, & 22, Block 4, Glass's 3rd Addition To New Merkle**. The Purpose for This Request Is To Dedicate Land For Right-Of-Way. The Property Is Owned By Patrick Gilbert and Is Zoned Vestavia Hills R-4.

Conditional Use Permits

- (4) **CU-22-1** Stephanie Hazen & Patrick Crabtree Are Requesting **Conditional Use Approval** for **Dog Grooming** Located At **1401 Montgomery Hwy**. The Property Is Owned By Patrick Crabtree and Is Zoned Vestavia Hills B-3.

CITY OF VESTAVIA HILLS
PLANNING AND ZONING COMMISSION
MINUTES

SEPTEMBER 8, 2022

6:00 P.M.

The Planning & Zoning Commission of Vestavia Hills met in regular session on this date at 6:00 PM, following publication and posting pursuant to Alabama law. Due to the COVID-19 pandemic, in coordination with a Proclamation from Governor Ivey and pursuant to orders from the Jefferson County Health Department Official requiring social distancing along with limits of attendees, this meeting was held with a portion of the Commission digitally attending the meeting via remote computer locations utilizing a Zoom.com application. Staff and general public/audience members also were invited to attend via Zoom.com following publication pursuant to Alabama law. Chairman Barnes called the meeting to order and the City Planner called the roll with the following:

MEMBERS PRESENT:

Mike Vercher, Chairman
Rick Honeycutt
Ryan Farrell
David Maluff
Lyle Larson
Rusty Weaver
Jonathan Romeo

MEMBERS ABSENT:

Erica Barnes
Hasting Sykes

**Appeared via Zoom*

OTHER OFFICIALS PRESENT:

Conrad Garrison, City Planner
Christopher Brady, City Engineer

APPROVAL OF MINUTES

Ms. Barnes stated that the minutes of the meeting August 11, 2022 are presented for approval.

MOTION Motion to approve minutes was made by Mr. Weaver and second was by Mr. Honeycutt. Voice vote as follows:

Mr. Weaver– yes Mr. Farrell – yes
Mr. Honeycutt– yes Mr. Romeo – yes
Mr. Larson – yes Mr. Vercher – yes
Motion carried.

Consent Agenda

(1) **FP-22-1** Liberty Park Joint Venture, LLP Is Requesting **Final Plat Approval For The Bray Townhomes At Liberty Park**. The Purpose for This Request Is to Create 46 Townhome Lots. The Property Is Owned By Liberty Park Joint Venture, LLP and Is Zoned Vestavia Hills PR-1.

(2) **FP-22-3** Liberty Park Joint Venture, LLP Is Requesting **Final Plat Approval For Brayfield Residential Phase 1**. The Purpose for This Request Is To Subdivide One Lot Into 54 Lots. The Property Is Owned By Liberty Park Joint Venture, LLP and Is Zoned Vestavia Hills PR-1.

Mr. Garrison explained the request and stated the item is ministerial.

Mr. Vercher opened the floor for a public hearing. There being no one to address the Commission concerning this request, Mr. Vercher closed the public hearing and opened the floor for a motion.

MOTION Motion to approve items 1-2 was made by Mr. Weaver and second was by Mr. Larson. Voice vote as follows:

Mr. Weaver– yes Mr. Farrell – yes
Mr. Honeycutt– yes Mr. Romeo – yes
Mr. Larson – yes Mr. Vercher – yes
Motion carried.

Rezoning

(3) **RZ-22-6** David R. Emory and Rozanne S. Emory Is Requesting **Rezoning For 901 Montgomery Hwy. from JC Unknown to Vestavia Hills O-1 For Office Use**.

Mr. Garrison explained that the property was never officially zoned in the City. He also stated the property would need to be resurveyed into one lot.

Mr. Vercher opened the floor for a public hearing. There being no one to address the Commission concerning this request, Mr. Vercher closed the public hearing and opened the floor for a motion.

MOTION: Mr. Weaver made a motion to recommend Rezoning from JC Unknown to Vestavia Hills O-1 for the property located at 901 Montgomery Hwy. subject to the following condition:

Lots be recombined before zoning is final.

Second was by Mr. Farrell. Motion was carried on a roll call; vote as follows:

Mr. Weaver– yes Mr. Farrell – yes
Mr. Honeycutt– yes Mr. Romeo – yes
Mr. Larson – yes Mr. Vercher – yes
Motion carried.

Amendment To Planned Unit Development

(4) **0922-20** Liberty Park Joint Venture, LLP Is Requesting **Approval** For The **2nd Amendment to the Liberty Park PUD.**

Mr. Garrison stated that Liberty Park Amendment is ready for review and approval. The changes made in the amendment include uses in Planned Business, the removal of Conditional Use requirement for home occupations, and bring Liberty Park under the current zoning code.

John Gunderson, from Liberty Park, explained the amendment through a PowerPoint presentation.

Mr. Weaver thanked Mr. Gunderson for the clear and concise presentation.

Mr. Vercher opened the floor for a public hearing.

Joe Wildman spoke in support but wanted better communication from Liberty Park officials.

Corey Milner sought clarification on the impacts to current Liberty Park homes. Mr. Gunderson stated there would be no impact.

Dennis Dugan asked about development timeline for Liberty Park. Mr. Gunderson stated it would happen as soon as possible.

Virginia Patterson asked about design guidelines for Liberty Park. Mr. Garrison stated the guidelines were accepted by the Vestavia Hills Design Review Board and would be posted again on the City's website.

Mr. Vercher closed the public hearing and opened the floor for motions.

MOTION: Mr. Weaver made a motion to recommend Approval of the 2nd Amendment to Liberty Park. Second was by Mr. Romeo. Motion was carried on a roll call; vote as follows:

Mr. Weaver– yes	Mr. Farrell – yes
Mr. Honeycutt– yes	Mr. Romeo – yes
Mr. Larson – yes	Mr. Vercher – yes




Motion carried.

Conrad Garrison, City Planner

Preliminary Plat Application

Applicant

PP-22-1

 John Bonanno
 7703679552
 jbonanno@libertypark.com

Submitted On: Aug 19, 2022

Project Information

Property Address

Brayfield Crest Dr

Parcel ID Number

--

Legal Description

Acreage in the NW 1/4 1ST18-T18S-R1W, Jefferson County, AL

Current Zoning Classification

PR-1

Acreage

9.06

Application Submission Date

8/18/22

Reason for Request

Prelim Plat for 28 lots, Brayfield Crest Drive

Owner Information

Applications must be either submitted by the owner of the property or a representative duly appointed by the owner by way of a notarized letter and/or power of attorney.

By clicking this box, I hereby declare that the above information is true and that am the current owner of this property and I will represent this case.

true

Owner Name

Liberty Park Joint Venture, LLP

Company Name

--

Mailing Address

1000 Urban Center Dr. Ste 235

Owner Email

--

Phone Number

7703679552

By checking this box, I hereby affirm that I am the representative of the owner duly authorized to represent this petition for rezoning. Simultaneously with this application, I am submitting notarized documentation from the owner which authorizes me to represent this case.

true

Representative for Owner

James Parsons

Company Name

--

Email

jparsons@schoel.com

Mailing Address of Representative

--

Phone No. of Representative

--

Surveyor Information

Name

Company

10/6/22, 10:07 AM

James Parsons

Mailing Address

1001 22nd St. S. Birmingham, AL 35205

Registration Number

--

about:blank

Schoel

Phone Number

2053131134

Email

jparsons@schoel.com



City of Vestavia Hills, AL

10/06/2022

PP-22-1

Planning Review

Preliminary Plat Application

Status: Complete**Became Active:** 08/19/2022**Assignee:** Conrad Garrison**Completed:** 10/04/2022

Applicant

John Bonanno
jbonanno@libertypark.com
1000 Urban Center Dr
Ste. 235
Vestavia, AL 35242
7703679552

Comments

Conrad Garrison, Oct 4, 2022 at 10:52am

LPJV is seeking preliminary plat approval for additional development in Liberty Park for Brayfield Phase II. Approval will allow for the creation of 28 new lots and the extension of Brayfield Crest Dr. Lots are zoned PR-1 and have Cluster setbacks. The development is in accordance with the Liberty Park PUD ordinance.

LIBERTY PARK BRAYFIELD RESIDENTIAL PHASE II

VESTAVIA HILLS, ALABAMA

DRAWING INDEX

PP1 PRELIMINARY PLAT
 TP1 TOPOGRAPHIC MAP
 C1 GENERAL NOTES
 C2 INITIAL CLEARING & CRUBBING PLAN
 C3 SITE LAYOUT PLAN
 C4 GRADING & DRAINAGE PLAN
 C5 EROSION CONTROL PLAN
 C6 ROAD PROFILE
 C7-C8 STORM PROFILES
 C9 UTILITY PLAN
 C10 SANITARY SEWER PLAN
 C11 SANITARY PROFILE
 C12-C17 DETAILS



VICINITY MAP

N.T.S.

DEVELOPER

LIBERTY PARK JOINT VENTURE
 1000 URBAN CENTER DRIVE
 SUITE 235
 VESTAVIA HILLS, AL 35242
 CONTACT: JOHN BONANNO
 PHONE: (770) 367-9522

CIVIL ENGINEER

SCHOEL ENGINEERING COMPANY, INC.
 1001 22ND STREET SOUTH
 BIRMINGHAM, AL 35205
 CONTACT: ANDREW PHILLIPS
 PHONE: (205) 323-6166





**LIBERTY PARK
 BRAYFIELD RESIDENTIAL PHASE II**

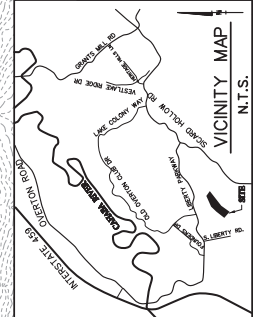
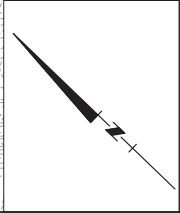
BEING A SUBDIVISION OF ACRESAGE RELATED IN
 PART TO THE 150710 RANGE, WEST
 TOWNSHIP OF SHELBY COUNTY, ALABAMA

SCALE: 1" = 60'
 GRAPHIC SCALE
 PREPARED BY:
LIBERTY PARK JOINT VENTURE, LLP
 A LIMITED LIABILITY PARTNERSHIP
 BETWEEN SCHOEL ENGINEERING COMPANY, INC.
 AND BENTON & BOWLEN, LLP

SCHOEL ENGINEERING COMPANY, INC.
 1001 22ND STREET SOUTH, BIRMINGHAM, AL 35205
 TEL: 205.933.1888

- NOTES:**
1. ALL UTILITIES SHOWN ON THIS MAP ARE BASED ON RECORDS AND FIELD SURVEY. VERIFY ALL UTILITIES UNDER PRIVATE AGREEMENTS WITH THE OWNER AND UTILITY COMPANIES.
 2. SEE GRADING PLANS FOR ROAD STORM DRAINAGE INFORMATION.
 3. ALL UTILITIES SHOWN ON THIS MAP ARE TO BE DELETED BY LIBERTY PARK, A.C.
 4. ALL LOT EASEMENTS ARE FOR DAMAGE EASEMENTS.
 5. UTILITY SERVICE PROVIDERS:
 6. WATER-SOLEBLY MAINS SYSTEM PROVIDED BY BIRMINGHAM WATER WORKS.
 7. GAS-SPIRE ENERGY
 8. POWER-ALABAMA POWER COMPANY
 9. TELEPHONE-AT&T
 10. CABLE-COMCAST
 11. SANITARY-AT&T
 12. SANITARY-AT&T
 13. SANITARY-AT&T
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 25. SANITARY-AT&T
 26. SANITARY-AT&T




UNDERGROUND UTILITIES SHOWN ON THIS MAP ARE FROM LOCAL UTILITY COMPANY RECORDS AND FIELD SURVEY. VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION. JOB SAFETY IS NOT THE RESPONSIBILITY OF THE ENGINEER. THE ENGINEER IS RESPONSIBLE FOR CONSTRUCTION SITE SAFETY.



Final Plat Application**FP-22-5**

Submitted On: Sep 27, 2022

Applicant

 Lauren Malbrough
 2058712133
 lauren@davidcondonlaw.com

Primary Location

2025 ROSEMONT PL
 VESTAVIA HILLS, AL 35243

Project Information**Property Address**

2025 Rosemont Place Vestavia AL 35243

Parcel ID Number

28-00-20-4-001-075.000

Legal Description

Lot 21A, Rosemont Subdivision, Resurvey of Lots 21 & 22, Plat Book 248, Page 98

Current Zoning Classification

R1 - Residential

Acreage

1.81

Application Submission Date

09/27/2022

Reason for Request

Lot was originally Lots 21 and 22 and then combined into Lot 21A in 2018. Parties now request Lots be divided back into two separate lots. New proposed plat attached creating Lots 21B and 22B.

Owner Information

Applications must be either submitted by the owner of the property or a representative duly appointed by the owner by way of a notarized letter and/or power of attorney.

By clicking this box, I hereby declare that the above information is true and that am the current owner of this property and I will represent this case.

true

Owner Name

Louis Montgomery and Carrie Montgomery

Company Name

--

Mailing Address

2025 Rosemont Place Vestavia Hills, AL 35243

Owner Email

rmontgomery@montgomeryllc.com

Phone Number

(205) 320-6006

By checking this box, I hereby affirm that I am the representative of the owner duly authorized to represent this petition for rezoning. Simultaneously with this application, I am submitting notarized documentation from the owner which authorizes me to represent this case. If no authorization is provided, this application cannot be processed.

true

Representative for Owner

Lauren Malbrough

Company Name

David P. Condon, P.C.

Email

lauren@davidcondonlaw.com

Mailing Address of Representative

100 Union Hill Drive, Suite 200, Birmingham, AL 35209

Phone No. of Representative

205-871-2133

Surveyor Information

Name

Steven J. Clinkscales

Company

Clinkscales Land Surveying, LLC

Mailing Address

12254 Hwy 280 Sterrett, AL 35147

Phone Number

(205) 671-1033

Registration Number

37248

Email

info@clinksurveying.com



**City of Vestavia Hills
Office of the City Clerk**

OWNER AFFIDAVIT (This form must be notarized):

I do hereby declare that the following statements are correct concerning the subject property located at: 2025 Rosemont Pl Vestavia AL 35243, Vestavia Hills, Alabama and that statements submitted in my application are true and that I am: *(please check all that apply)*.

the Property Owner and representing myself in said request.

the Property Owner, but I am authorizing a Representing Agent by the name of: Lauren Baum Malbraugh to represent me in the following request:

And am requesting: (please check)

- | | |
|---|---|
| <input type="checkbox"/> Rezoning Request | <input type="checkbox"/> Request for Variance |
| <input type="checkbox"/> Preliminary Plat Approval | <input type="checkbox"/> Special Exception |
| <input checked="" type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Design Review Approval |
| <input type="checkbox"/> Conditional Use Approval | |

Signed: Camie Montgomery 9/27/22
Owner Signature/Date

STATE OF ALABAMA
COUNTY OF Jefferson

Given under my hand and seal
this 27th day of September 2022

Brooke Naramore
Notary Public

BROOKE NARAMORE
NOTARY PUBLIC, ALABAMA STATE AT LARGE
MY COMMISSION EXPIRES APR. 15, 2024

My commission expires April day of 15th, 2024.



**City of Vestavia Hills
Office of the City Clerk**

OWNER AFFIDAVIT (This form must be notarized):

I do hereby declare that the following statements are correct concerning the subject property located at: 2025 Rosemont Pl Vestavia AL 35243, Vestavia Hills, Alabama and that statements submitted in my application are true and that I am: *(please check all that apply)*.

the Property Owner and representing myself in said request.

the Property Owner, but I am authorizing a Representing Agent by the name of: Lauren Baum Malbrough to represent me in the following request:

And am requesting: (please check)

- | | |
|---|---|
| <input type="checkbox"/> Rezoning Request | <input type="checkbox"/> Request for Variance |
| <input type="checkbox"/> Preliminary Plat Approval | <input type="checkbox"/> Special Exception |
| <input checked="" type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Design Review Approval |
| <input type="checkbox"/> Conditional Use Approval | |

Signed: *William Montgomery* 9/27/22
Owner Signature/Date

STATE OF ALABAMA
COUNTY OF Jefferson

Given under my hand and seal
this 27th day of September, 2022.
Brooke Naramore
Notary Public

BROOKE NARAMORE
NOTARY PUBLIC, ALABAMA STATE AT LARGE
MY COMMISSION EXPIRES APR. 15, 2024

My commission expires April day of 15th, 2024.



City of Vestavia Hills, AL

10/06/2022

FP-22-5

Planning Review

Final Plat Application

Status: Complete**Became Active:** 09/27/2022**Assignee:** Conrad Garrison**Completed:** 10/04/2022

Applicant

Lauren Malbrough
lauren@davidcondonlaw.com
100 Union Hill Drive
Suite 200
Birmingham, AL 35209
2058712133

Primary Location

2025 ROSEMONT PL
VESTAVIA HILLS, AL 35243

Owner:

Louis R. Montgomery and Carrie V.
Montgomery
100 Union Hill Drive, Suite 200 Birmingham, AL
35209

Comments

Conrad Garrison, Oct 4, 2022 at 11:35am

Applicants are splitting one lot into two. Property was originally two lots when subdivision was created but combined in 2018. Lots meet minimum requirements for R-1 zoning.

Final Plat Application

Applicant

Primary Location

FP-22-7

 Patrick Gilbert

3775 CROSBY DR

 2055429940

VESTAVIA HILLS, AL 35243

Submitted On: Sep 28, 2022

@ patrick@wedgworth.net

Project Information

Property Address

3775 Crosby Drive Vestavia Al 35243

Parcel ID Number

28 00 15 1 014 001.002

Legal Description

Lot 19 Block 4 Glass 3rd Addition to New Merkle

Current Zoning Classification

R-4

Acreage

1

Application Submission Date

9-28-2022

Reason for Request

This request for final plat comes from our work with both Christopher and Lori Beth. This request is actually for 5 lots 18-22 that face Crosby drive. The current road width is varing between 13-15 feet. Wedgworth Construction agreed to widen the road to help with traffic in this area. In doing so this encroached into our property. We are agreeing to a 10 ROW in order to widen the road and allow utilities on the fronts of these properties. We are also asking to allow the front set backs to remain as per drawn and be changed from the original 40' set back to a revised 30' setback.

Owner Information

Applications must be either submitted by the owner of the property or a representative duly appointed by the owner by way of a notarized letter and/or power of attorney.

By clicking this box, I hereby declare that the above information is true and that am the current owner of this property and I will represent this case.

true

Owner Name

Patrick Gilbert

Company Name

Wedgworth Construction

Mailing Address

4154 Crosshaven Drive, Vestavia, Al, 35243

Owner Email

patrick@wedgworth.net

Phone Number

2055429940

By checking this box, I hereby affirm that I am the representative of the owner duly authorized to represent this petition for rezoning. Simultaneously with this application, I am submitting notarized documentation from the owner which authorizes me to represent this case. If no authorization is provided, this application cannot be processed.

--

Representative for Owner

--

Company Name

--

Email

patrick@wedgworth.net

Mailing Address of Representative

--

Phone No. of Representative

--

Surveyor Information

Name

David Entriiken

Company

Surveying Solutions, Inc.

Mailing Address

2232 Cahaba Valley Drive Suite M Birmingham Al 35242

Phone Number

205-991-8965

Registration Number

12159

Email

davidentrekin@ssi-ala.com



**City of Vestavia Hills
Office of the City Clerk**

OWNER AFFIDAVIT (This form must be notarized):

I do hereby declare that the following statements are correct concerning the subject property located at: lots 18-22 Block 4, Glass 3rd addition to New Merkle, Vestavia Hills, Alabama and that statements submitted in my application are true and that I am: *(please check all that apply)*.

the Property Owner and representing myself in said request.

the Property Owner, but I am authorizing a Representing Agent by the name of: _____ to represent me in the following request:

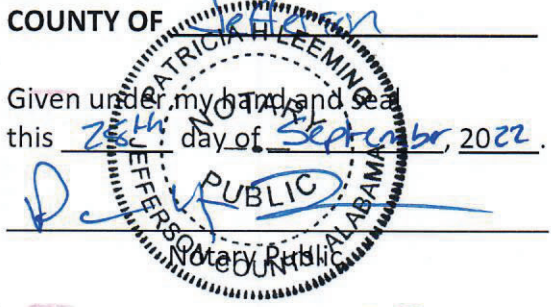
And am requesting: (please check)

- | | |
|---|---|
| <input type="checkbox"/> Rezoning Request | <input type="checkbox"/> Request for Variance |
| <input type="checkbox"/> Preliminary Plat Approval | <input type="checkbox"/> Special Exception |
| <input checked="" type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Design Review Approval |
| <input type="checkbox"/> Conditional Use Approval | |

Signed:  9/28/2022
Owner Signature/Date

STATE OF ALABAMA
COUNTY OF Jefferson

Given under my hand and seal
this 26th day of September, 2022.



My commission expires 25 day of April, 2025.



City of Vestavia Hills, AL

10/06/2022

FP-22-7

Planning Review

Final Plat Application

Status: Complete**Became Active:** 09/28/2022**Assignee:** Conrad Garrison**Completed:** 09/28/2022

Applicant

Patrick Gilbert
patrick@wedgworth.net
4154 Crosshaven Drvie
4154 Crosshaven Drive
Vestavia, AL 35243
2055429940

Primary Location

3775 CROSBY DR
VESTAVIA HILLS, AL 35243

Owner:

Patrick Gilbert
4154 Crosshaven Drvie Crosshaven Drive
Vestavia, AL 35243

Comments




Conrad Garrison, Oct 4, 2022 at 11:51am

Applicant is resurveying lots since property was given to City as right-of-way for road improvement. All remaining setbacks and easements will remain.

Conditional Use Application**CU-22-1**

Submitted On: Sep 8, 2022

Applicant

 Stephanie Hazen
 205-306-5405
 hazenstephanie4@gmail.com

Primary Location

1401 MONTGOMERY HWY
 VESTAVIA HILLS, AL 35216

Owner Information

A notarized Owner's Affidavit must be submitted with this Conditional Use Application before it can be processed. Please prepare this affidavit prior to submission or it will not be properly filed. All documents must be filed prior to the application date to be considered on the next meeting date. If any required information is received after the application date, the application will be held until the next month.

Property Owner Telephone Number:

205-960-3991

Property Owner:

Patrick Crabtree

Mailing Address of Property Owner Including City, State, Zip Code:

1401 Montgomery Hwy Vestavia Hills AL 35216

Property Owner Email:

patrickcrabtree09@yahoo.com

Check Below if Property Owner is Responsible for Postage Costs

--

Representing/Responsible Party**Representing Agent:**

Stephanie Hazen

Representing Agent Email:

hazenstephanie4@gmail.com

Check Below if Representing Agent is Responsible for Postage Charges

true

Mailing Address of Representing Agent Including City, State, Zip:

1400 12th Terrace Pleasant Grove AL 35127

Representing Agent Telephone No.:

205-306-5405

Property Information**Property Address:**

1401 Montgomery Hwy Suite # 9

County Parcel ID Number:

--

Legal Description of Subject Property:

see attached

Current Zoning Classification of Subject Property:

Vestavia Hills B-2 with covenants

Requested Conditional Use Including Intended Use, Citing Appropriate Section of the Zoning Code, etc.:

Dog grooming, on-site by appoint and walk-in only with boarding on-premise

Explanation of Reasons for Conditional Use

Upon acceptance of an application, the Commission shall consider the application during a public hearing. The Commission shall, after the public hearing, make a recommendation to the Council. Following the recommendation by the Commission, the Council shall hold a public hearing regarding the application and upon completion of said hearing, shall approve with conditions or deny the request within the time limit required by law. The recommendation by the Commission may be to approve or deny the application, which said recommendation shall be advisory only. Zoning is a legislative matter decided by the Council. The Council shall not be bound by the recommendation of the Commission. A Conditional Use approval shall lapse and be of no effect if, after the expiration of one (1) year from the date of Council approval, no construction or change in use pursuant to such Conditional Use has taken place, provided that the Council may, for good cause shown, specify a longer period of time in conjunction with its action to approve a Conditional Use.

Determination. Conditional Uses shall only be approved upon a finding by the Governing Body that all of the following criteria are satisfied. Please FULLY explain each of these conditions relative to this Conditional Use Request.

1. The use will not, under the circumstances of the particular case, be detrimental to the health, safety or general welfare of the surrounding area:

No.

2. The use is necessary or desirable and provides a service or facility that contributes to the general well-being of the surrounding area:

Yes.

3. The request is consistent with all applicable provisions of the Comprehensive Plan:

Yes.

4. The request shall not adversely affect adjacent properties:

No.

5. The request is compatible with the existing or allowable uses of adjacent properties:

No.

6. The request can demonstrate that adequate public facilities, including roads, drainage, potable water, sanitary sewer, and police and fire protection exist or will exist to serve the requested use at the time such facilities are needed:

Yes.

7. The request can demonstrate adequate provision for maintenance of the use and associated structures:

Yes.

8. The request has minimized, to the degree possible, adverse effects on the natural environment:

Yes.

9. The request will not create undue traffic congestion:

No.

That such development will comply with all applicable regulations and conditions specified within this Ordinance:

Yes.



**City of Vestavia Hills
Office of the City Clerk**

OWNER AFFIDAVIT (This form must be notarized):

I do hereby declare that the following statements are correct concerning the subject property located at: 1401 Montgomery Hwy, Suite 19, Vestavia Hills, Alabama and that statements submitted in my application are true and that I am: *(please check all that apply)*.

the Property Owner and representing myself in said request.

the Property Owner, but I am authorizing a Representing Agent by the name of: Stephanie Hazen to represent me in the following request:

And am requesting: (please check)

- | | |
|--|---|
| <input type="checkbox"/> Rezoning Request | <input type="checkbox"/> Request for Variance |
| <input type="checkbox"/> Preliminary Plat Approval | <input type="checkbox"/> Special Exception |
| <input type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Design Review Approval |
| <input checked="" type="checkbox"/> Conditional Use Approval | |

Signed: 
Owner Signature/Date

STATE OF ALABAMA
COUNTY OF Telferson

Given under my hand and seal
this 8th day of Sept., 2022.


Notary Public

My commission expires 3rd day of July, 2023



City of Vestavia Hills, AL

10/06/2022

CU-22-1

Planner Review

Conditional Use Application

Status: Complete**Became Active:** 09/08/2022**Assignee:** Conrad Garrison**Completed:** 09/20/2022

Applicant

Stephanie Hazen
hazenstephanie4@gmail.com
1400 12th Terrace
Pleasant Grove, AL 35127
205-306-5405

Primary Location

1401 MONTGOMERY HWY
VESTAVIA HILLS, AL 35216

Owner:

Patrick Crabtree
1401 Montgomery Hwy Vestavia Hills , AL 35216

Comments

Conrad Garrison, Oct 6, 2022 at 9:40am

The applicant is seeking to establish a pet grooming facility in the back building of the Crabtree shopping center. All services would be by appointment only and no overnight boarding offered. Typical appointments usually last less than 2 hours. A description of the applicant's business is attached.



City of Vestavia Hills, AL

10/06/2022

CU-22-1

Building Official Review

Conditional Use Application

Status: Complete

Became Active: 09/20/2022

Assignee: Keith Blanton

Completed: 09/27/2022

Applicant

Stephanie Hazen
hazenstephanie4@gmail.com
1400 12th Terrace
Pleasant Grove, AL 35127
205-306-5405

Primary Location

1401 MONTGOMERY HWY
VESTAVIA HILLS, AL 35216

Owner:

Patrick Crabtree
1401 Montgomery Hwy Vestavia Hills , AL 35216



City of Vestavia Hills, AL

10/06/2022

CU-22-1

Engineering Review

Conditional Use Application

Status: Complete**Became Active:** 09/20/2022**Assignee:** Christopher Brady**Completed:** 10/05/2022

Applicant

Stephanie Hazen
hazenstephanie4@gmail.com
1400 12th Terrace
Pleasant Grove, AL 35127
205-306-5405

Primary Location

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Comments

Christopher Brady, Oct 5, 2022 at 4:05pm

This is a flood prone property and any improvements will be subject to the City's Flood Damage Prevention requirements.

BUSINESS PLAN

Iron City Pawfection

1401 Montgomery Hwy Suite 9 Vestavia Hills Al 35126

09/07/2022

Executive Summary

Iron City Pawfection 's Ownership

This company will operate as a corporation.

Iron City Pawfection 's Management

The company will be managed by Stephanie, the owner, and Kayla Swink, who also has about sixteen years experience in the grooming industry.f.

Iron City Pawfection 's Goals and Objectives

The goal for this company, is to become a trusted member of the community, to take care of one of the most important member of the family, the dog. Many breeds of dog require regular grooming for their health needs. We strive to give top notch grooming services to the Vestavia Hills community..

Iron City Pawfection 's Product

Dog grooming:

This includes bathing the dog, trimming and or grinding of nails, cleaning and plucking of dogs ears, expressing their anal glands, brushing their teeth, demating them, blowing out their undercoat, checking and treating them for fleas or ticks, and clipping their hair.

Dogs will be checked in by appointment though out the day by our receptionist. We will try to keep dogs in the salon for no longer than three hours at the maximum. That can not be guaranteed as some dogs take more time but that will be our goal. We will rotate dogs in and out though our exits. We will provide poop bags and poop bag stations for the clients. We will also clean the yard three times daily. There will be soundproofing in the building to keep the noise levels to a minimum. .

Iron City Pawfection 's Target Market

The target market for the company is people who own dogs in the Vestavia Hills community..

Iron City Pawfection 's Pricing Strategy

The company has taken many factors into account for pricing, including pricing of our direct competitors, experience of the groomers, and time it takes to groom the dog.

Our pricing will be as follows:

Grooming Services: Groom includes basic oatmeal or hypo bath, ear cleaning and plucking, haircut, nail trim, anal glands expressed, and blueberry facial!

Haircut: (including full haircut, nails clipped, ears cleaned & glands expressed)

Xsmall \$65

Small \$75

Medium \$90

Large \$120

Xl \$140

XXL \$160+

Bath: (including nails clipped, ears cleaned and glands expressed)

Short haired dogs

Xsmall \$40

Small \$50

Medium \$60

Large \$70

XL \$80

Bath:(including nails clipped, ears cleaned and glands expressed)

Long haired dogs

Xsmall \$45

Small \$55

Medium \$65

Large \$75

XL \$85

XXL \$95+

Deshed Treatment

Small \$20

Medium \$30

Large \$40

XL \$50

Additional fees

- Matting fee \$10+
- Nail grinding \$13
- Clean face/clean feet \$20
- Reset fee \$30+
- Whitening shampoo \$6
- Medicated shampoo \$12
- Teeth Brushing \$10
- Special Handling \$20+

Walk In Services:

- Nails \$20
- Ears \$10/\$15
- Glands \$15
- Face Trim \$15
- Feet Trim \$15.

Iron City Pawfection 's Competitors

There are quite a few dog grooming salons in the area, but despite that, the people of Vestavia Hills still have problems getting their dogs an appointment to get their dogs groomed. I feel like the need for another salon will not effect the business of the other salons in the area..

Business Plan - Iron City Pawfection

The Company

Business Sector

The owners plan to work in the following industry:

Dog Grooming .

Company Goals and Objectives

The goal for this company, is to become a trusted member of the community, to take care of one of the most important member of the family, the dog. Many breeds of dog require regular grooming for their health needs. We strive to give top notch grooming services to the Vestavia Hills community..

Company Ownership Structure

Iron City Pawfection will be run as a corporation.

Ownership Background

Stephanie Hazen (shareholder):

Stephanie has 17 years experience in the industry, including 12 of those years being in management or owning the business. She managed a Petsmart Salon for quite a while, and owned a salon in Hueytown for years. .

_____ (shareholder):

_____.

Company Management Structure

The company will be managed by Stephanie, the owner, and Kayla Swink, who also has about sixteen years experience in the grooming industry.f.

Organizational Timeline

We hope to be fully operational as soon as possible. .

Company Assets

_____.

The Product

Iron City Pawfection 's Product

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Marketing Plan

Iron City Pawfection 's Target Market

The target market for the company is people who own dogs in the Vestavia Hills community..

Location Analysis

This location is easy to get to for many cities outside of Vestavia Hills, and will attract business to other local businesses. .

Established Customers

Stephanie has already been grooming in the Vestavia Hills area for about three years and, Kayla has off and on for years. Many families know who we are, and are very excited to see Iron City Pawfection coming soon! .

Pricing

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Walk In Services:

Nails \$20

Ears \$10/\$15

Glands \$15

Face Trim \$15

Feet Trim \$15.

Advertising Strategy

Company will be advertised by sign, word of mouth, and social networking..

Competitor Analysis

Iron City Pawfection 's Competitors

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Operations

Daily Operations

Dogs will be dropped off in the morning or lunchtime by appointment only. Spend 3 to 4 hours in the salon getting groomed and then be picked up immediately upon being finished. We will aim to have a mostly cage free environment but will have kennels available for dogs that need them. We will have one person working at the front desk to help answer phones, schedule appointments, keep track of books, etc. Two groomers, Kayla and I, who will perform all of the grooming, and a bather to help bathe groom dogs and do the bath dogs. We plan to operate from about 7:30-4:30, Monday though Friday. .

Operational Facilities

The company will operate at 1401 Montgomery Highway Suite 9. This area is prone to flooding so we will always stay very weather conscious and plan not to operate if the risk of

flooding is too high. We will also have an evacuation plan for ourselves and the dogs, should we ever need it. All humans and animals will be removed from the building immediately if there is a chance of flooding. .

Staffing

The company will have one other groomer, Kayla Swink. Also, a receptionist to help check in/check out, make appointments, and keep books, etc. We will also have one, possibly more, bathers to do bath dogs and assist the groomers with bathing..

Starting Your Own Business: Instructions

To give your new business the best and most legally stable start possible, simply follow these important steps:

After Completing Your Business Plan:

- ✓ **Proofread and check everything:** Minor mistakes in spelling and grammar could undermine the sense of professionalism you and your company convey.
- ✓ **Create a non-disclosure agreement:** An NDA will help protect any intellectual property your business owns when you share information about the company with investors, employees, and/or business partners.
- ✓ **Set up the legal structure of the company:** If you've decided to set up an LLC, you could get ahead of the curve by submitting your [Articles of Organization](#) and [LLC Operating Agreement](#). Alternatively, if you're creating a partnership, you can take the time to write your [Partnership Agreement](#), so all the roles and responsibilities of the business are properly allocated.
- ✓ **Decide whether to hire employees or not:** If you plan to add extra members to your workforce, now is the time to decide. Consider what your necessities will be and when and how you can feasibly start the hiring process for new staff.

What You Need to Make Your Business Plan Legal:

- No signatures are needed on this kind of document
- You should make copies available to any interested parties and potential investors who could help take your business to the next level.