



Vestavia Hills
Planning and Zoning Commission Agenda
February 8, 2024
6:00 PM

1. Roll Call
2. Pledge Of Allegiance
3. Approval Of Minutes

Final Plats

Consent Agenda

4. FP-24-1 Del Romero Is Requesting **Final Plat Approval** For Resurvey Of Lots 14 & 15, South Bend And Lots 16A & 17 A Murphy's Resurvey Of Lots 16 & 17 South Bend. The Purpose For This Request Is To Resurvey Lot Lines. The Property Is Owned By Lavanya Bheemanathini and Daniel Burton and Is Zoned Vestavia Hills R-9.

Rezoning

5. RZ-23-13 Kathryn Gentle Is Requesting **Rezoning** For **4533 Pine Tree Cir.** from **Vestavia Hills R-1 to Vestavia Hills O-1** For The Purpose Of Office Use.

SPECIAL NOTICE CONCERNING PLANNING AND ZONING MEETINGS

Due to the COVID-19 safety advice given by the ADPH, the P&Z Commission's meetings are available via video-conference and teleconference. If you choose not to attend in person, you may still participate. Following are instructions for options to participate remotely.

COMPUTER PARTICIPATION (view/participate in real time)

To participate in by videoconference, click <https://us02web.zoom.us/j/7970217974>. When the Zoom.us window opens in your browser, click "Allow" so that the page may open to a waiting room. The host will open the meeting and bring all into the meeting room at that time. All participants will be automatically muted upon entrance to the meeting. If you wish to speak during time(s) identified for public input, activate the "Raise Hand" feature and unmute yourself by toggling the mute button. When the Chairman recognizes you and gives you the floor, state your name and address for the record and then you may address the Commission.

Using the icons on the Zoom screen, you can:

- Mute/unmute your microphone (far left)
- Turn on/off camera ("Start/Stop Video")
- View Participants – opens a pop-out screen that includes the "Raise Hand" icon that you may use to raise a virtual hand
- Change your screen name displayed in the participant list and video window
- Toggle between "speaker" and "gallery" views – "Speaker view" shows the active speaker; "Gallery view" tiles all of the meeting participants

TELEPHONE PARTICIPATION (view/participate in real time)

To participate by telephone, dial 312.626.6799 and enter the meeting ID: 7970217974. All participants will be automatically muted upon entrance to the meeting. If you wish to speak during time(s) identified for public input, press *6 on your phone keypad to unmute yourself. Then state your name and wait for the Chairman to recognize you. When the Chairman recognizes you and gives you the floor, state your name and address for the record and then address the Council.

Zoom meetings may be recorded. By participating in the meeting, you are consenting to be recorded. Zoom-bombing is a cyber-crime and is punishable by law. In the event of an attendee intruding into any City of Vestavia Hills Zoom meeting, the online broadcast will be ended immediately. Council and/or board members may be readmitted but online attendees will not. Although Zoom-bombing is not a frequent occurrence, those wishing to make public comment should attend the meeting in person.

CITY OF VESTAVIA HILLS
PLANNING AND ZONING COMMISSION
MINUTES

JANUARY 11, 2024

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 Vercher called the meeting to order and the City Planner called the roll with the following:

MEMBERS PRESENT:

Lyle Larson, Acting Chairman
Lindsey Cochran
Hasting Sykes
David Maluff
Ryan Farrell
Mike Vercher, Chairman*

MEMBERS ABSENT:

Rusty Weaver
Rick Honeycutt
Jonathan Romeo

OTHER OFFICIALS PRESENT:

Conrad Garrison, City Planner

**Appeared via Zoom*

APPROVAL OF MINUTES

Mr. Vercher stated that the minutes of the meeting December 14, 2023 are presented for approval.

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

Mr. Farrell – yes	Mr. Sykes – yes
Ms. Cochran – yes	Mr. Maloof– yes
Mr. Vercher – yes	Mr. Larson– yes

Motion carried.

Final Plats

1. FP-23-15 Todd Thompson Is Requesting **Final Plat Approval** For **Gutheries Subdivision**. The Purpose For This Request Is To Resurvey Lot Lines. The Property Is Owned By Hud Gutherie and Is Zoned Vestavia Hills B-3.
2. FP-23-16 Aaron Vines Is Requesting **Final Plat Approval** For **Murray's Subdivision**. The Purpose For This Request Is To Plat Lot Lines From Metes And Bounds And Dedicate Right-Of-Way. The Property Is Owned By Aaron Vines and Is Zoned Vestavia Hills R-2.

Mr. Garrison explained the requests were ministerial.

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

MOTION Mr. Sykes made a motion to approve items 1-2. Second was by Mr. Maloof. Motion was carried on a roll call; vote as follows:

Mr. Farrell – yes	Mr. Sykes – yes
Ms. Cochran – yes	Mr. Maloof– yes
Mr. Vercher – yes	Mr. Larson– yes

Motion carried.

Conrad Garrison, City Planner



VESTAVIA HILLS

Planning and Zoning Commission Planners Report

MEETING DATE

February 8, 2024

AGENDA ITEM

FP-24-1 Del Romero Is Requesting **Final Plat Approval** For Resurvey Of Lots 14 & 15, South Bend And Lots 16A & 17 A Murphy's Resurvey Of Lots 16 & 17 South Bend. The Purpose For This Request Is To Resurvey Lot Lines. The Property Is Owned By Lavanya Bheemanathini and Daniel Burton and Is Zoned Vestavia Hills R-9.

BACKGROUND

Plat will amend lot lines on lots 14-17 in South Bend Subdivision. Lot 15 will be incorporated into Lot 16B. 17B will remain a buildable lot.

PLANNER'S REVIEW/RECOMMENDATION

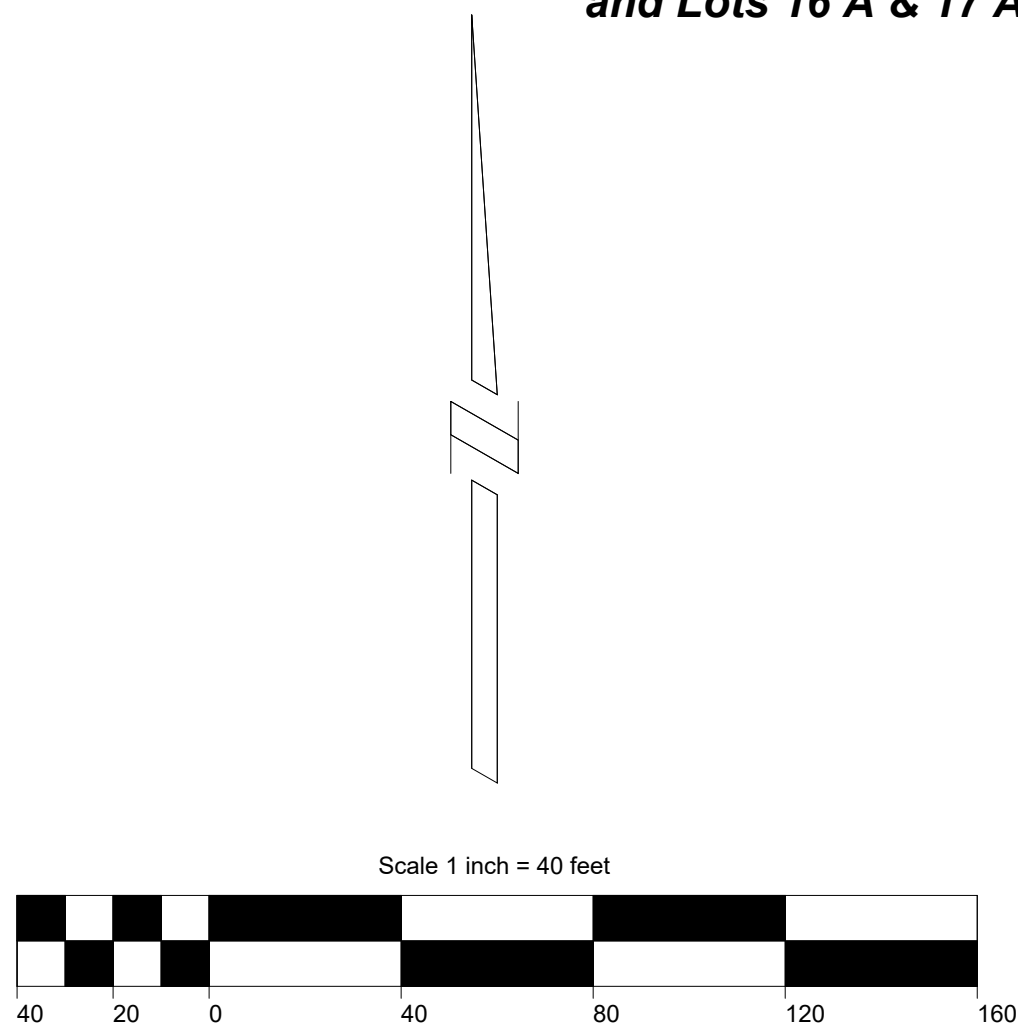
ATTACHMENTS

1. Resurvey_Lots_14-17_South_Bend_(002)_Tue_Jan_23_2024_08-48-54

Conrad Garrison
City Planner

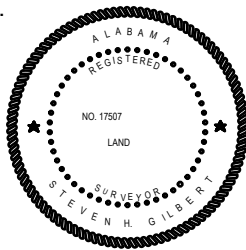
Map Book 245, Page 40 and Book 252 Page 25

SE 1/4 Section 6 T. 19 S. R. 2 W.
Jeffersdon County, Alabama



STATE OF ALABAMA
JEFFERSON COUNTY

The undersigned, Steven H. Silbert, a registered Land surveyor in the State of Alabama, and Daniel Burton, , Ellie Burton , Venugopala Bheemanathini, and Lavanya Bheemanathini, as owners hereby certify that this is plat or map was made pursuant to a survey made by said surveyor and that said survey and this plat or map was made at the instance of said Owner; that this plat or map is a true and correct map of lands shown herein and known, or to be known as Resurvey of Lots 14 & 15, South Bend and Lots 16 A & 17 A Murphy's Resurvey of Lots 16 & 17 South Bend, showing the subdivisions into which it is proposed to divide said lands, giving the lengths and bearings of the boundaries of each lot and its number, showing the streets, alleys and public grounds, giving the bearings, width, and name of each street, as well as the number of each lot and block, and showing the relation to the lands so platted to the survey of South Bend as recorded in Map Book 245, Page 40 and Murphy's Resurvey of Lots 16 & 17 South Bend as recorded in Map Book 252 Page 25 in Jefferson County, Alabama; and that iron pins have been installed at all lot corners and curve points as shown and designated by small open circles on said plat or map. Said Owner also certifies that they are the owners of said lands and that the same are not subject to a mortgage. I hereby certify that this survey and map were prepared in accordance with current requirements of the Standards for Practice of Land Surveying in the State of Alabama, to the best of my knowledge, information, and belief. According to my survey of December 28, 2023.



Steven H. Gilbert PLS 17507
5160 Scenic View Drive
Birmingham AL 35210

Daniel Burton Owner Lot 14

Ellie Burton Owner of Lot 14

Venugopala Bheemanathini
Owner of Lots 15, 16A, & 17A

Lavanya Bheemanathini
Owner of Lots 15, 16A, & 17A

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____, as Notary Public in and for said County and State, do hereby certify that Steven H. Gilbert, whose name is signed to the foregoing certificate as Surveyor, who is known to me, on this date, that after having been duly informed of the contents of said certificate, he executed same voluntarily as such individuals (or in any other capacities) with full authority therefore.

Given under my hand and seal this _____ day of January, 2024.

Notary Public

My commission expires _____.

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____ as Notary Public in and for said County and State, do hereby certify that , Venugopala Bheemanathini whose name is signed to the forgoing certificate as Owner, who is known to me, on this date, that after having been duly informed of the contents of said certificate, he executed same voluntarily as such an individual (or in any other capacities) with full authority therefor.

Given under my hand and seal this _____ day of _____, 2024.

Notary Public

My commission expires _____.

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____ as Notary Public in and for said County and State, do hereby certify that Lavanya Bheemanathini whose name is signed to the forgoing certificate as owner, who is known to me, on this date, that after having been fully informed of the contents of said certificate, she executed same voluntarily as such an individual (or in any other capacities) with full authority therefore.

Given under my hand and seal this _____ day of _____, 2024.

Notary Public

My commission expires _____.

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____ as Notary Public in and for said County and State, do hereby certify that Daniel Burton, whose name is signed to the forgoing certificate as Owner, who is known to me, on this date, that after having been duly informed of the contents of said certificate, he executed same voluntarily as such an individual (or in any other capacities) with full authority therefore.

Given under my hand and seal this day of , 2024.

Notary Public

My commission expires _____.

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____ as Notary Public in and for said County and State, do hereby certify that Ellie Burton whose name is signed to the forgoing certificate as owner, who is known to me, on this date, that after having been duly informed of the contents of said certificate, she executed same voluntarily as such an individual (or in any other capacities) with full authority therefore.

Given under my hand and seal this _____ day of _____, 2024.

Notary Public

My commission expires _____

APPROVED: _____ Date: _____

Vestavia Hills Planning & Zoning Commission

APPROVED: ☐ Date:

City Engineer

APPROVED: _____ Date: _____

☐ Vestavia Hills City Clerk

.I.R.M. Map No. 01073 C 05766J dated September 24, 2021 indicates this property lies outside of a flood hazard area.

DIRECTOR OF ENVIRONMENTAL SERVICES _____ DATE _____

Environmental Services Department approval indicates that this document has been reviewed for provision of future or existing sanitary sewers; however this does not mean sanitary sewers have been built or will be built in the future. Any change in Right of Way or Easement boundaries after this date may void this approval.

This survey was performed with conventional equipment and techniques. Horizontal and vertical control was established by GPS observations using NAVD 1988 datum and bearings are based on Alabama State Plane Coordinates, West Zone. Corrections were obtained from the ALDOT CORS network.



VESTAVIA HILLS

**Planning and Zoning Commission
Planners Report**

MEETING DATE

February 8, 2024

AGENDA ITEM

RZ-23-13 Kathryn Gentle Is Requesting **Rezoning** For **4533 Pine Tree Cir.** from **Vestavia Hills R-1 to Vestavia Hills O-1** For The Purpose Of Office Use.

BACKGROUND

Applicant is seeking to rezone lot on Pine Tree Cir for a law office. Applicant intends to convert current house into the office and has already taken steps in the renovation process. A site plan is attached.

PLANNER'S REVIEW/RECOMMENDATION

Rezoning conditioned on 1. Professional Office Use only; 2. Rezoning is not final until building has received a certificate of occupancy signed approved the Building Official, Fire Marshall and Zoning Official, 3. Any new building limited to two stories and built in a residential style.

ATTACHMENTS

1. Final

Conrad Garrison
City Planner

Rezoning Application	Applicant	Primary Location
RZ-23-13	 Kathryn Gentle  2058210882  kgentle@cglaw-pc.com	4533 PINE TREE CIR VESTAVIA HILLS, AL 35243

Property Information	
Subject Property Address	Tax Parcel ID Number
4533 Pine Tree Circle	28-00-27-4-001-027.00
Legal Description	
Lot 20, according to the Survey of Topfield, as recorded in Map Book 42, Page 72, in the Probate Office of Jefferson County, Alabama.	
Existing Parking Spaces	Proposed Parking Spaces
5	0
Submission Date	Type of Project
12/14/2023	New Non-Residential Development/use

Action Requested:	
From Existing Zoning Classification	To Requested Zoning Classification
R1	O1
For the Intended Purpose of:	
To make the exisiting structure/house as for my law office for just myself (1 lawyer) and my paralegal that is part time.	
Acreage of Subject Property	Acreage of Property to be Disturbed
.550	0

Setbacks	
Front	Back
--	--
Side	Open Space
--	--
Lot Coverage Percentage	Tree Save Plan - I acknowledge that a if this is a new non-residential development or is a residential development in excess of 3 units, that I am required to submit a tree save plan concurrent with this application (excludes PUDs).
--	true

Owner Information	
Applications must be either submitted by the owner of the property or a representative duly appointed by the owner by	Property Owner Name
	KCG Property, Inc.

way of a notarized letter and/or power of attorney.

Company Name

--

Owner Address City State Zip

3529 Victoria Road, Birmingham, Alabama 35223

Owner's Phone Number

205-821-0882

Email Address of Owner

kgentle@cglaw-pc.com

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

Owner Representative/Responsible Party

Kathryn Crawford Gentle

Company Name

Crawford Gentle Law, P.C.

Contact Email of Responsible Party

kgentle@cglaw-pc.com

Mailing Address of Responsible Party

3529 Victoria Road

Phone No. of Responsible Party

205-821-0882

Email Address of Responsible Party

kgentle@cglaw-pc.com

Project Engineer Information (if applicable)

Name

--

Company

--

Mailing Address

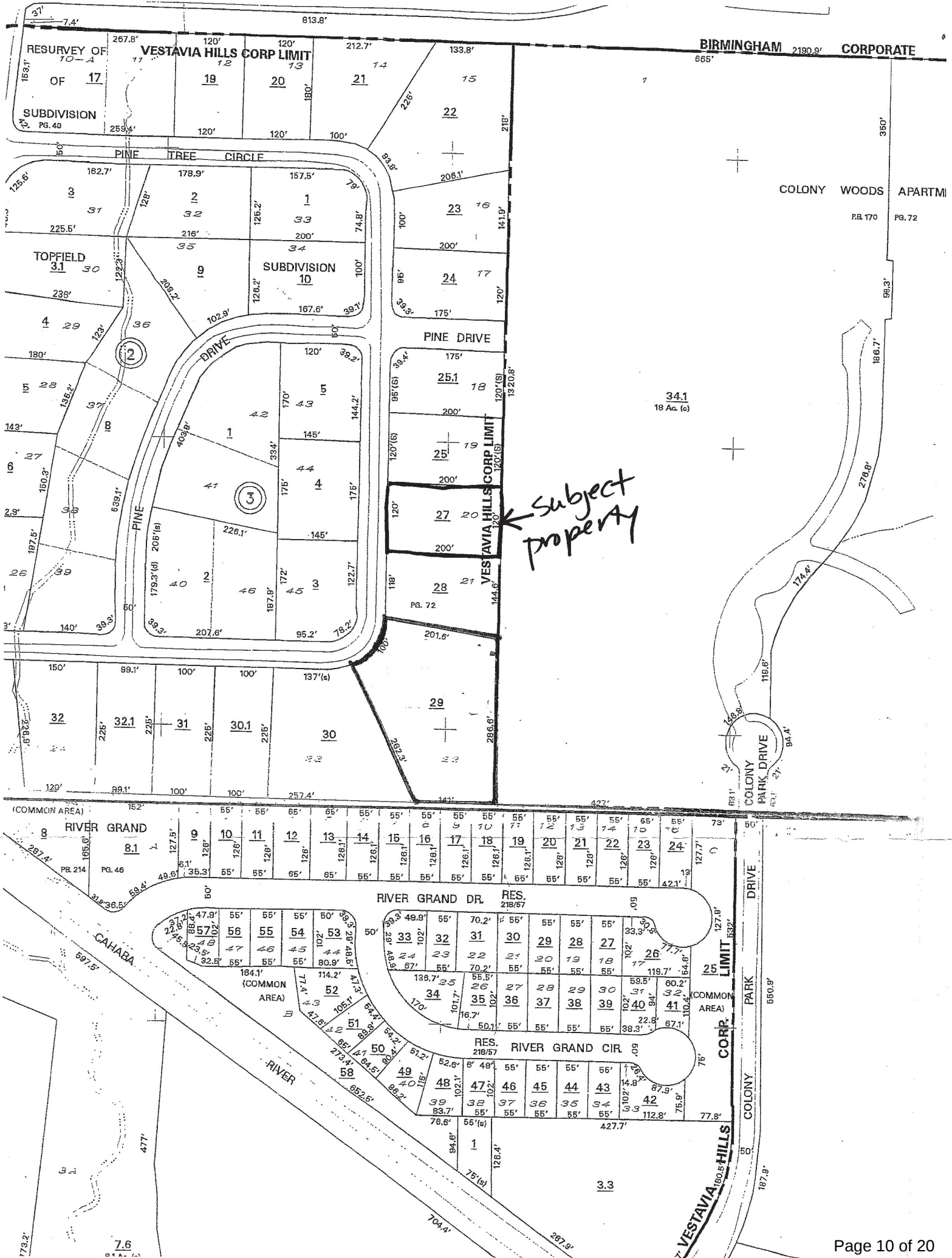
--

Phone Number

--

Email

--



Subject property

Page 11 of 20

KCG Property, Inc.
4533 Pine Tree Circle
Vestavia, Alabama 35243
Re-Zone Application

SITE PLAN

- NO NEW DEVELOPMENT OR RENOVATION
- USE ALL EXISTING STRUCTURES
- Parking already available with 4 spaces [22' x 8' each]; 11 ft from street
- I bought this property in the name of a holding company that I created and established. I am the only owner. I would like to use this existing house as my law office for myself and one employee/paralegal.
- I am also the only owner of the law firm Crawford Gentle Law, P.C.
- I cleaned up the yard, had the outside painted and the dead fallen tree removed and had the fallen power line that was in the yard removed.

PROPOSED BUSINESS SIGNAGE PLAN:

- 10' from edge of pavement/road
- 20' from adjacent property
- Non-illuminated
- 4' x 2' sign / 2' off ground
- Containing Logo and name of business as seen below:



PROPERTY AT TIME OF PURCHASE:



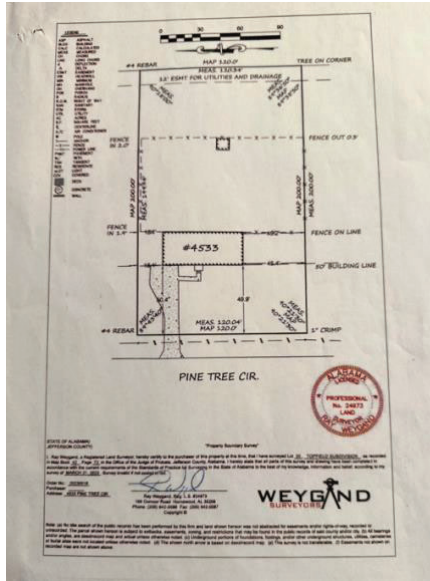
PROPERTY CURRENTLY:





CURRENT LANDSCAPE DESIGN OF 4533 PINE TREE CIRCLE
EXHIBIT "A"

LANDSCAPE DESIGN **EXHIBIT "B"**



10' from the property line



10' from the property line



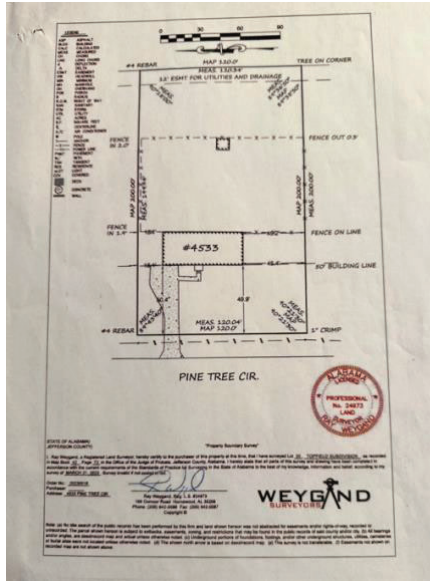
Trees and Natural Vegetation between 4533 & 4537



Trees and Natural Vegetation between 4533 & 4537

- Along property line of 4533

LANDSCAPE DESIGN **EXHIBIT "C"**



10' from the abutting property line of 4529



Existing Crepe Myrtle's and Chinese Privets which create a buffer between the two properties.

