



# Baldwin County Commission

## Legislation Text

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**File #:** 18-0893, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 9/4/2018

**Item Status:** New

**From:** Joey Nunnally, P.E., County Engineer

**Submitted by:** Lisa Sangster, Chief Administrative Assistant

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### **ITEM TITLE**

Revision of Baldwin County Commission Policy #9.11 - License Agreement Between Baldwin County and Citizens/Corporations for Work on County Right-of-Ways

### **STAFF RECOMMENDATION**

Adopt the revised Baldwin County Commission Policy #9.11 - License Agreement Between Baldwin County and Citizens/Corporations for Work on County Right-of-Ways and incorporate the same into the Policy and Procedures Book.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** April 1, 2014

**Background:** Baldwin County Commission Policy #9.11 - License Agreement Between Baldwin County and Citizens/Corporations for Work on County Right-of-Ways - Item 5 has been changed to the following to allow additional time for adjacent property owners to receive notification of pending action by the Baldwin County Commission:

5. For all county right-of-way maintained by the county, the County Engineer will review and approve/deny the License agreement. For all county right-of-way not maintained by the County, the County Engineer or his/her designee will prepare a Commission Agenda Item and submit for workshop. Once reviewed in workshop, and if all information is provided, the Commission Agenda Item will be placed on the Commission Meeting Agenda for approval/denial. For cases that involve clearing unopened right-of-way or upon direction of County Engineer, Staff will send notices to adjacent property owners by certified mail a minimum of 14 days prior to the **Commission Meeting Work Session** informing them of the requested agreement.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** N/A

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
N/A

**Reviewed/approved by:** N/A

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** N/A

**Individual(s) responsible for follow up:** Administration Staff

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
Administration Staff update Policy and Procedures Book

**Additional instructions/notes:** N/A