APPROVED

MINUTES OF THE PLANNING & ZONING COMMISSION
MEETING OF APRIL 12, 2011
THE CITY OF STARKVILLE, MISSISSIPPI

The Planning & Zoning Commission of the City of Starkville, Mississippi held its regularly scheduled meeting in the City Hall Courtroom at 101 E. Lampkin Street, Starkville, Mississippi, commencing at 5:30 PM. Present were Commissioners Dora Herring, James Hicks, Jerry Emison, Jason Walker, Jeremy Murdock and Ira Loveless. Attending the Commissioners were City Attorney Chris Latimer, City Planner Ben Griffith and Recording Secretary Sara McHann. Absent from the meeting was Commissioner John Moore, who had called to ask to be excused due to a conflict with his work. Commissioner Murdock made a motion to excuse Commissioner Moore's absence, which was seconded by Commissioner Herring and the Commission voted unanimously in the affirmative.

AN ORDER APPROVING THE WRITTEN AGENDA

The Commission considered the matter of approval of the written agenda dated April 12, 2011. After discussion and upon the motion of Commissioner Loveless, seconded by Commissioner Hicks, the Commission voted unanimously to approve the written agenda as presented.

AN ORDER APPROVING THE MINUTES OF THE MARCH 8, 2011 MEETING

The Commission considered the matter of approval of the minutes of the March 8, 2011 meeting. After discussion and upon the motion of Commissioner Loveless, seconded by Commissioner Herring, the Commission voted unanimously to approve said minutes with a correction on page 5.

CITIZEN COMMENTS

Chairman Emison asked if any member of the public cared to address the Commission, stating that there were two items on the agenda and comments regarding those items would be called for at the appropriate time. No comments were received.

A REQUEST BY BOARDTOWN DEVELOPMENT FOR APPROVAL OF "HIGH COTTON" A PRELIMINARY PLAT LOCATED IN AN R-5 (MULTI-FAMILY, HIGH DENSITY) ZONING DISTRICT AT 509 RUSSELL STREET IN WARD 4

Next there came before the Commission item #PP 10-05: A request by Boardtown Development for approval of "High Cotton" a preliminary plat located in an R-5 (Multi-Family, High Density) zoning district at 509 Russell Street in Ward 4. The City Planner read a brief introduction of the item, mentioning that the applicant had applied for and received a density variance from the Board of Adjustments & Appeals, as directed by the City Attorney at the February 8, 2011 Planning & Zoning Commission meeting.

Mr. Thomas Allen of Pritchard Engineering presented the request.

After a brief discussion regarding the driveway and sidewalks, Commissioner Hicks made a motion to recommend approval of the preliminary plat as presented based on the findings of fact and the conclusions of the staff report dated March 31, 2011 and the following conditions as prepared by City staff:

1. The preliminary plat meets the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code Annotated (1972), as amended.
2. The preliminary plat shall meet the minimum requirements for R-5 zoning dimensions.
3. Upon the recommendation of the City's Public Services Director, the following items shall be removed from the preliminary plat:
   a. Ten-foot sewer easement.
   b. General Notes #8, #13 and the second sentence of #16.
4. A general note shall be added to the face of the final plat prior to staff review, referencing the density variance granted by the City's Board of Adjustments & Appeals on March 23, 2011.
5. Approval of the preliminary plat shall be tentative, pending the submission of the final plat, as specified in Appendix B, Article IV, Section 3 of the City of Starkville's Code of Ordinances.
6. Condominium documents shall be submitted with the final plat for review by City staff and the City Attorney.
7. Approval of the preliminary plat shall be valid for one year, per Appendix B, Article III, Section 2(6)(b) of the City of Starkville's Code or Ordinances.
8. A final plat review and approval shall be required prior to the recording of the plat at the Office of the Oktibbeha County Chancery Clerk.

Commissioner Loveless seconded the motion and the Commission voted unanimously to recommend approval to the Mayor and Board of Aldermen.

DISCUSSION OF ELECTRONIC PACKETS FOR THE PLANNING & ZONING COMMISSION

Mr. Griffith stated that in the interest of reducing the cost of paper copies and especially the larger sized sets of plats, he was wondering if the Commissioners would consider going to an electronic packet or "E-packet" as it's sometimes called. He stated that the Historic Preservation Commission had decided to go paperless and utilize an E-packet and that the Board of Aldermen utilized both. After some discussion among the Commissioners, it was decided to try dual packets for a while to see how everyone liked it and the Commission would evaluate them in two months to see how it works.

PLANNER'S REPORT

Mr. Griffith reported that two commissioners terms were to expire on June 30th and that both Commissioner Loveless and Moore were eligible to serve another full term. He stated that the Board of Aldermen would be placing a display ad in the paper seeking letters of interest in the coming weeks and to be on the lookout for it.

Mr. Griffith stated that there were three conditional use public hearings scheduled for the May 10th P&Z meeting and that there would perhaps be a plat as well. He also reminded the Commissioners to be mindful of all *ex parte* communications and to call the Planning Office with any questions regarding any items on upcoming agendas.

ADJOURNMENT

Commissioner Murdock made a motion, which was seconded by Commissioner Herring to adjourn the meeting at 6:05 PM. The next scheduled meeting will be May 12, 2011 at 5:30 P.M. in the City Hall Courtroom.

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Jerry Emison, Chairman

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Ben Griffith, AICP, City Planner