

**MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
City of Starkville, Mississippi September 13, 2016**

Be it remembered, that, the members of the Planning and Zoning Commission of the City of Starkville, met in their regularly scheduled meeting on September 13, 2016 at 5:30 p.m. in the Large Conference Room of City Hall, located at 110 West Main Street, Starkville, MS.

There being present were Michael Brooks, Chairman, Ward 4, Jim McReynolds, Ward 2, Patrick Miller, Ward 5, Ira Loveless, Ward 6 and John Moore, Ward 7. Commissioners Jason Camp, Ward 1, and Tom Walker, Ward 3 were absent. Attending the Commissioners were City Planner Daniel Havelin and Assistant City Planner Emily Corban.

Commission Chairman Michael Brooks opened the meeting with the Pledge of Allegiance followed by a moment of silence.

CONSIDERATION OF THE OFFICIAL AGENDA

There came for consideration, the matter of the approval of the motion to approve the Official Agenda of the Planning and Zoning Commission of September 13, 2016 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, SEPTEMBER 13, 2016
CITY HALL - COURT ROOM,
110 West Main Street, 5:30 PM**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- III. ROLL CALL
- IV. CONSIDERATION OF THE OFFICIAL AGENDA
- V. CONSIDERATION FOR APPROVAL OF MINUTES
 - A. Reconsideration of the Unapproved minutes for February 9, 2016
 - B. Consideration of the Unapproved minutes for April 12, 2016
 - C. Consideration of the Unapproved minutes for May 10, 2016
 - D. Consideration of the Unapproved minutes for June 14, 2016
 - E. Consideration of the Unapproved minutes for July 12, 2016
 - F. Consideration of the Unapproved minutes for August 9, 2016
- VI. CITIZEN COMMENTS

VII. **NEW BUSINESS**

- A. **FP 16-06** Request for Final Plat approval for a three lot subdivision of a +/- 3.28 acre parcel on the northeast corner of the intersection of Lynn Lane and Louisville Street in a C-2 zone with the parent parcel number 102J-00-114.00
- B. **FP 16-10** Request for Final Plat approval for subdividing one parcel into two located on the northwest corner of Lynn Lane and South Montgomery with the parent parcel number 102I-00-003.00
- C. ~~**PP 16-14** Request for Preliminary Plat approval for subdividing a +/- 2.64-acre parcel into eight lots. The parcel is located at 705 University Drive in a T-5 Zoning districts with the parcel numbers 101D-00-001.00, 101D-00-002.00, 101D-00-003.00, 101D-00-004.00~~
- D. **PP 16-15** Request for Preliminary Plat approval for a four lot subdivision of a 9.59 acre parcel on the southeast corner of the intersection of Lynn Lane and Louisville Street in an C-2 zone with the parent parcel number 102I-00-013.00

VIII. **PLANNER'S REPORT**

IX. **ADJOURN**

At the request of the Applicant, PP 16-14 was pulled from the agenda. At the request of the City Attorney, approval of minutes from the February 9, 2016, April 12, 2016, and May 10, 2016 were pulled from the agenda. After discussion and upon the motion of Commissioner McReynolds, duly seconded by Commissioner Miller, the motion to approve the Official Agenda of the Planning and Zoning Commission for September 13, 2016, as revised, received unanimous approval.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
JUNE 14, 2016**

After discussion and upon the motion of Commissioner Miller, duly seconded by Commissioner Moore, the motion to approve the Minutes as amended of the June 14, 2016 Planning and Zoning Commission received unanimous approval.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
JULY 12, 2016**

After discussion and upon the motion of Commissioner Miller, duly seconded by Commissioner Moore, the motion to approve the Minutes as amended of the July 12, 2016 Planning and Zoning Commission received unanimous approval. Commissioner Loveless abstained due to being absent from the July 12, 2016 meeting.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
AUGUST 9, 2016**

After discussion and upon the motion of Commissioner Miller, duly seconded by Commissioner Moore, the motion to approve the Minutes as amended of the August 9, 2016 Planning and Zoning Commission received unanimous approval.

CITIZEN COMMENTS

The Chair opened up the meeting for Citizen Comments. Seeing there were none, the Commission moved to New Business.

NEW BUSINESS

A. CONSIDERATION OF FP 16-06 REQUEST FOR FINAL PLAT APPROVAL FOR A THREE LOT SUBDIVISION OF A +/- 3.28 ACRE PARCEL ON THE NORTHEAST CORNER OF THE INTERSECTION OF LYNN LANE AND LOUISVILLE STREET IN A C-2 ZONE WITH THE PARENT PARCEL NUMBER 102J-00-114.00

Assistant City Planner Emily Corban presented FP 16-06, a request by 4J-I LP for Preliminary approval for 3 lot subdivision on the northeast corner of the intersection of Lynn Lane and Louisville Street. The Subdivision consists of 3 lots on +/- 3.28 acres in a C-2 zone. The staff recommended 3 conditions for approval.

After discussion, and upon the motion of Commissioner McReynolds, duly seconded by Commissioner Miller, the motion to approve FP 16-06 was unanimously approved subject to the staff requested conditions:

1. Any sidewalks not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction.
2. Any utility infrastructure not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction. All infrastructure shall be required to be installed, inspected, tested and approved by City staff prior to the issuance of a building permit for any individual lot.
3. A letter from the Applicant to the City Engineer addressing the handling of all future stormwater requirements (lot by lot detention or regional detention) shall be accepted prior to Final Plat approval. If the lot-by-lot approach is selected, the applicant understands and will communicate to all future lot owners that mitigation of excess stormwater will be required no matter the lot size. If a regional approach is selected, the applicant will be required to provide the engineering calculations and construction plans for the facility as a part of the infrastructure drawings.

B. CONSIDERATION OF FP 16-10 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING ONE PARCEL INTO TWO LOCATED ON THE NORTHWEST

**CORNER OF LYNN LANE AND SOUTH MONTGOMERY WITH THE PARENT
PARCEL NUMBER 102I-00-003.00**

City Planner, Daniel Havelin, presented the request PP 16-10, a request by Riddle Run LLC for Final Plat approval for subdividing one parcel into two located on the northwest corner of Lynn Lane and South Montgomery in a R-3 zone. The proposed lot would be located on Lynn Lane and was rezoned R-3 by the Board of Aldermen on July 7, 2015. The developer is currently building duplex style homes for sale on the property. The property is also currently going through the Condominium Plating process with the City.

If the Planning and Zoning Commission decides to approve the Applicant's request for a Final Plat for a lot subdivision, the following conditions approved by the Board of Aldermen July 7, 2015 will still be in affect:

1. Rezoning contingent upon subdividing proposed rezoned area from the rest of the parcel within 90 days of the approval for rezoning.
2. Each unit shall be single family owner occupied
3. No more than 12 dwelling units
4. Buffer per Section 8 of the Landscape Ordinance required adjacent to R-1 zoned parcels
5. Require adherence to HOA Covenants
6. Requiring a privacy screen on average height between 7 and 8 feet with a maximum of 20% transparency along the northern boundary adjacent to Pleasant Acreage and along the boundary of the Guyton property.

The staff recommended 1 condition for approval:

1. Any sidewalks not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction.

After discussion and upon the motion of Commissioner McReynolds duly seconded by Commissioner Moore, the motion to approve FP 16-10 was unanimously approved with staff recommended conditions:

1. Any sidewalks not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction.

**C. CONSIDERATION OF PP 16-15, A REQUEST FOR PRELIMINARY PLAT
APPROVAL FOR A FOUR LOT SUBDIVISION OF A 9.59 ACRE PARCEL ON
THE SOUTHEAST CORNER OF THE INTERSECTION OF LYNN LANE AND**

LOUISVILLE STREET IN AN C-2 ZONE WITH THE PARENT PARCEL NUMBER 102I-00-013.00

City Planner Daniel Havelin presented request by 4J-I LP for Preliminary Plat approval for a three lot subdivision of a 9.59-acre parcel on the southeast corner of the intersection of Lynn Lane and Louisville Street in an C-2 zone. The lots that are part of this subdivision are shown on the proposed plat as Lot 3, Lot 4 and Lot 5. Lot 2 as shown on the proposed plat was a part of a previous proper subdivision. Lot 3, Dollar General, has been previously sold, but has not been properly subdivided.

The staff recommended 3 conditions for approval:

1. Any sidewalks not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction.
2. Any utility infrastructure not completed by the time of Final Plat consideration by the Board of Aldermen, shall be required to have a form of surety in place in the amount of 150% of the estimated cost of construction. All infrastructure shall be required to be installed, inspected, tested and approved by City staff prior to the issuance of a building permit for any individual lot.
3. A letter from the Applicant to the City Engineer addressing the handling of all future stormwater requirements (lot by lot detention or regional detention) shall be accepted prior to Final Plat approval. If the lot-by-lot approach is selected, the applicant understands and will communicate to all future lot owners that mitigation of excess stormwater will be required no matter the lot size. If a regional approach is selected, the applicant will be required to provide the engineering calculations and construction plans for the facility as a part of the infrastructure drawings.

After discussion and upon the motion of Commissioner McReynolds duly seconded by Commissioner Miller, the motion to approve PP 16-15 was unanimously approved with staff requested conditions:

PLANNERS REPORT

Assistant City Planner Emily Corban announced Mayor Wiseman's request that the Planning and Zoning Commission Members consider a special call meeting on Monday September 19, 2016 to consider the Preliminary and Final Plat for the Cotton Mill Marketplace to meet TIF requirements.

After discussion and upon the motion of Commissioner Miller duly seconded by Commissioner Moore, the Board voted unanimously to allow a special call meeting on Monday September 19, 2016 at 5:30 to consider the Preliminary and Final Plat for the Cotton Mill Marketplace to meet TIF requirements.

6. A MOTION TO ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on September 19, 2016, in the courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Miller, duly seconded by Commissioner Loveless, the motion to adjourn until the Special Call meeting at 5:30 p.m. on September 19, 2016, in the courtroom of City Hall located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, City Planner