

**MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI APRIL 11, 2017**

Be it remembered, that, the members of the Planning and Zoning Commission of the City of Starkville, met in their regularly scheduled meeting on April 11, 2017 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

There being present were Michael Brooks, Chairman, Ward 4, Jason Camp, Ward 1, Jim McReynolds, Ward 2, Tom Walker, Ward 3, Patrick Miller, Ward 5, Ira Loveless, Ward 6 and John Moore, Ward 7. Attending the Commissioners were Assistant City Planner Emily Corban, Community Development Director Buddy Sanders, City Attorney Chris Latimer, and Recording Secretary Bill Green.

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 April 11, 2017 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, APRIL 11, 2017
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 March 14, 2017
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. FP 17-04 Request for Final Plat approval for subdividing 1.42 parcel into 8 lots. The parcel is located on the west side of Kingston Court in a R-4 zone with the parcel number 105-15-003.04
 - B. PP 17-06 Request for Preliminary Plat approval for subdividing 9.36 acre parcel into 33 lots on the west side of the intersection of South Montgomery Street and Turnberry Lane in an R-4A zone
- VIII. PLANNER'S REPORT

IX. ADJOURN

After discussion and upon the motion of Commissioner Camp duly seconded by Commissioner Miller the motion to approve the official agenda of the Planning and Zoning Commission for April 11, 2017 received unanimous approval.

Next, Commissioner Walker spoke to the Planning Commission and general public about traffic on South Montgomery. He stated that the city engineer has been asked twice to speak before the board on the traffic study that was conducted for South Montgomery and what impact he sees the new road having on traffic congestion.

A citizen from the audience, David Jackson, came forward to speak in regards to Commissioner Walker's comments. He commended Mr. Walker for bringing up the need for a traffic study on S. Montgomery and noted a turn lane on S. Montgomery to Poorhouse Rd. would do a lot to help congestion.

Next, Saunders Ramsey came forward to speak. He commended Mr. Walker for bringing up this issue. He noted that a traffic study was done in 2011 and that those results indicated the need for a center turn lane. He also noted that there needed to be more pedestrian and cyclist connectivity between neighborhoods.

Next Commissioner Walker motioned that the Planning and Zoning Commission require the City Engineer come to the next meeting to give his opinion on S. Montgomery traffic as it relates to new development and the new road. The motion was seconded by Commissioner Moore and it was unanimously approved.

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 14, 2017

After discussion and upon the motion of Commissioner Walker, duly seconded by Commissioner Miller, the motion to approve the Minutes as amended of the March 14, 2017 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 17-04 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING 1.42 PARCEL INTO 8 LOTS. THE PARCEL IS LOCATED ON THE WEST SIDE OF KINGSTON COURT IN A R-4 ZONE WITH THE PARCEL NUMBER 105-15-003.04

Assistant City Planner, Emily Corban presented the request FP 17-04, a request by Jackson Construction Inc. for Final Plat approval for subdividing 1.42 parcel into 8 lots. The parcel is located west side of Kingston Court in a R-4 zone with the parcel number 105-15-003.04. The Subdivision consists of 8 lots on +/- 1.42 acres. The proposed development has a gross density of 5.6 units per acre.

After discussion and upon the motion of Commissioner Walker duly seconded by Commissioner Miller the motion to approve FP 17-04 was unanimously approved with the following conditions:

1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-4 zone dimensions.
3. All public utilities are currently in place and meet requirements as verified by the owner and engineer of record.
4. Erosion control vegetation shall be established on all disturbed areas.
5. Sidewalk construction shall conform to the City's Sidewalk Ordinance and ADA standards.
6. The applicant shall provide adequate and satisfactory test reports for roadways, curbs and all drainage structures and facilities.
7. The covenants shall include provisions for the maintenance of common areas/stormwater management and the City Attorney's standard hold-harmless indemnification clause.
8. A bond or surety in the amount of 150% of the current cost of the proposed sidewalk and any other infrastructure improvements shall be provided prior to approval by the Mayor and Board of Aldermen.
9. Financial assurance for the cost of the final layer of asphalt shall be determined by and provided to the City Engineer prior to approval by the Mayor and Board of Aldermen.
10. The roadways shall not be accepted by the City until at least 85% of all lots located on have been developed and received Certificates of Occupancy. The performance agreement shall remain in effect until such time.
11. The applicant shall execute the standard performance agreement ("developer contract") for the financial guarantee of the completion of the final requirements for acceptance of the streets and utilities and the Board of Aldermen shall authorize the Mayor to execute same.
12. The applicant shall provide two paper copies of the recorded plat to the City, along with a digital copy in "AutoCAD" format in standard state plane coordinates.
13. The applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed design professional, guaranteeing accuracy.
14. The final plat shall be recorded at the Office of the Oktibbeha County Chancery Clerk within thirty (30) days of the approval by the Mayor and Board of Aldermen.

B. CONSIDERATION OF PP 17-06 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING 9.36 ACRE PARCEL INTO 33 LOTS ON THE WEST SIDE OF THE INTERSECTION OF SOUTH MONTGOMERY STREET AND TURNBERRY LANE IN AN R-4A ZONE

Assistant City Planner Emily Corban presented the request FP 17-06 by Saunders Ramsey on behalf of Live Adelaide, LLC for Preliminary approval subdividing +/- a 9.36 parcel into 33 lots. The proposed subdivision is named "Adelaide Phase II". The proposed subdivision is located in an R-4A zone. The proposed subdivision is located on the west side of the intersection of South Montgomery Street and Turnberry Lane. This is the second phase of the Adelaide Subdivision. Phase I is currently under construction. This property was rezoned by the Board of Aldermen on December 6, 2016 from A-1 to R-4a.

After discussion and upon the motion of Commissioner Walker duly seconded by Commissioner Camp the motion to approve PP 17-06 was unanimously approved with the following conditions:

1. The preliminary plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The preliminary plat shall meet the minimum requirements for R-4A zone dimensions.
3. 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.
4. 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 of Ordinances.
5. Applicant shall prepare and submit infrastructure plans in accordance with Appendix B, Article III, Sections 3 & 4 of the City of Starkville's Code of Ordinances
6. When infrastructure plans have been approved for construction, a pre-construction conference shall be held with appropriate City staff prior to the commencement of any construction activities at the site.
7. All public utilities shall be in place and any non-conforming conditions noted during final inspection shall be corrected prior to placement on the Planning & Zoning Commission agenda.
8. When a final plat is submitted for review by the City's Development Review Committee, all required improvements must be complete and the applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed professional engineer,

indicating that the improvements were installed under his/her responsible direction and that the improvements conform to the approved construction plans, specifications and the City's ordinances.

9. 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.

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 May 9, 2017, in the courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Moore, duly seconded by Commissioner Walker, the motion to adjourn until the 5:30 p.m. on May 9, 2017, 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