

**MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI DECEMBER 12, 2017**

Be it remembered, that, the members of the Planning and Zoning Commission of the City of Starkville, met at their regularly scheduled meeting on December 12, 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, Alexis Gregory, Ward 5, Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. Absent from the meeting was Tom Walker, Ward 3. Attending the Commissioners were City Planner Daniel Havelin, Assistant City Planner Emily Corban, and City Attorney Chris Latimer.

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 December 12, 2017 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, DECEMBER 12, 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. CONSIDERATION OF THE UNAPPROVED MINUTES NOVEMBER 14, 2017
 - B. CONSIDERATION OF THE UNAPPROVED MINUTES OF NOVEMBER 16, 2017
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. PP 17-11 Request for Preliminary Plat approval for subdividing 348.81 parcel into 3 lots for a proposed industrial park. The property is located at 1629 HWY 389 in a M-1 zone with the parcel number 115-21-007.01, 115-21-007.00, and 115-21-010.02

B. DISCUSSION AND CONSIDERATION OF THE 2018 PLANNING AND ZONING COMMISSION MEETING AND SUBMISSION SCHEDULE

VIII. PLANNER'S REPORT

IX. ADJOURN

After discussion and upon the motion of Commissioner Dumas duly seconded by Commissioner Verdell, the motion to approve the official agenda of the Planning and Zoning Commission for December 12, 2017 received unanimous approval.

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

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Verdell, the motion to approve the Minutes as amended of the November 14, 2017 Planning and Zoning Commission received unanimous approval.

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 16, 2017

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Camp, the motion to approve the Minutes as amended of the November 16, 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 PP 17-11 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING 348.81 PARCEL INTO 3 LOTS FOR A PROPOSED INDUSTRIAL PARK. THE PROPERTY IS LOCATED AT 1629 HWY 389 IN A M-1 ZONE WITH THE PARCEL NUMBER 115-21-007.01, 115-21-007.00, AND 115-21-010.02

City Planner Daniel Havelin presented the request by OCEDA for a Preliminary Plat for subdividing 348.81-acre parcel into 3 lots for a proposed industrial park. The property is located at 1629 HWY 389 in a M-1 zone. The proposed subdivision is named "Starkville/Oktibbeha Industrial Park". This request is part of a proposed industrial park.

The applicant went to the Board of Adjustments and Appeals on November 30, 2017 to request two variances: a reduction in street width from 31' to 24' and the removal of the curb and gutter requirement. The BOAA recommended approval of the street width reduction but denied the removal of curb and gutter. The applicant's request for Variance and Preliminary Plat if approved will be heard at the Board of Alderman on December 19, 2017. There are 10 recommended conditions.

Saunders Ramsey came forward to speak in favor of his request.

Leah Ellis came forward to speak against the request.

Margaret Copeland came forward to speak against the request.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Verdell, the motion to approve PP 17-11 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 M-1 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.
10. Typical road way section shown on plat will be modified if necessary based on the decision of the Board of Aldermen for variance request VA 17-17.

B. DISCUSSION AND CONSIDERATION OF THE 2018 PLANNING AND ZONING COMMISSION MEETING AND SUBMISSION SCHEDULE

After discussion and upon the motion of Commissioner Verdell, duly seconded by Commissioner McReynolds, the motion to approve the 2018 Planning and Zoning Commission Meeting and Submission Schedule received unanimous approval.

VIII. PLANNER'S REPORT

IX. ADJOURN

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on January 09, 2018, in the second-floor conference room of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Gregory, duly seconded by Commissioner Verdell, the motion to adjourn until 5:30 p.m. on January 09, 2017, in second-floor conference room located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, City Planner