



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, MARCH 13, 2018
1ST FLOOR CITY HALL – COURT ROOM
110 WEST MAIN STREET AT 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 OF FEBRUARY 13, 2018
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. PP 18-01 FP 18-02 REQUEST FOR PRELIMINARY AND FINAL PLAT APPROVAL FOR A TWO LOT SUBDIVISION LOCATED AT 205 CENTRAL AVE WITH THE PARCEL NUMBER 118I-00-061.00.
 - B. PP 18-02 FP 18-03 REQUEST FOR PRELIMINARY AND FINAL PLAT APPROVAL FOR A TWO LOT SUBDIVISION LOCATED AT 311 GILLESPIE ST WITH THE PARCEL NUMBERS 102A-00-157.00 AND 102A-00-156.00.
 - C. FP 18-06 REQUEST FOR FINAL PLAT APPROVAL FOR A 41 LOT SUBDIVISION LOCATED ON DAY LILY DR. WITH THE PARCEL NUMBER 106C-00-035.03.
- VIII. PLANNERS REPORT
- IX. ADJOURN

**UNAPPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI FEBRUARY 13, 2018**

Be it remembered, that, the members of the Planning and Zoning Commission of the City of Starkville, met at their regularly scheduled meeting on February 13, 2018 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, Tom Walker, Ward 3, and Alexis Gregory, Ward 5. Absent from the meeting were Jim McReynolds, Ward 2, Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. Absent from the meeting were Attending the Commissioners were City Planner Daniel Havelin, Assistant City Planner Emily Corban, Community Development Director Buddy Sanders, 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 February 13, 2018 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, FEBRUARY 13, 2018
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 OF JANUARY 09, 2018
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. RZ 18-01 REQUEST TO REZONE ONE PARCEL AT 288 SAND ROAD FROM R-5 TO R-6 WITH THE PARCEL NUMBER 105-21-001.00.

VIII. PLANNER'S REPORT
VIII. ADJOURN

After discussion and upon the motion of Commissioner Walker, duly seconded by Commissioner Gregory, the motion to approve the official agenda of the Planning and Zoning Commission for February 13, 2018 received unanimous approval.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
JANUARY 09, 2018**

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Camp, the motion to approve the Minutes as amended of the January 09, 2018 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 RZ 18-01 REQUEST FOR CONDITIONAL USE TO ALLOW
FOR AN ACCESSORY DWELLING UNIT AT 1700 S. MONTGOMERY IN AN R-1
ZONE WITH THE PARCEL NUMBER 106-23-003.01**

This is a Request to rezone one lot located at 288 Sand Road from R-5 Multi-Family to R-6 Residential Mobile Homes. The property to the north is zoned R-5 and is single family. The property to the east is M-1 and is a waste treatment facility. The property to the south is R-6 and is single family and mobile home. The property to the west is R-5 and is vacant. 10 property owners of record within 300 feet of the subject property were notified directly by mail of the request. A public hearing notice was published in the Starkville Daily News January 26, 2018 and a sign was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received three phone calls against the request.

A rezoning can only take place is one of the following conditions prevail: Change in conditions: No change in condition. Error: There is a Manifest Error in the ordinance and a Public Need to correct the error: On October 20, 2009, The Board of Alderman rezoned 300-A Sand Road from R-5 to R-6 based on a scrivener's error in the City's Official zoning map. This is the property directly to the south of 288 Sand Road. The staff report in 2009 cited that "The subject property and most others along the western side of Sand Road were not zoned appropriately when annexed in the City in 1998 to allow for mobile home use." See attachment 5 for the staff report from 2009.

The proposed rezoning would generally be not consistent with the goals, objectives and policies found in the City's Comprehensive Plan. The subject property's placetype is Traditional Neighborhood- New. The proposed rezoning would be

consistent and compatible the current adjacent land uses. The area along the west and east side of Sand Road is occupied by multiple mobile homes.

The Commission Chair then opened up the public hearing and called for comments regarding the above request.

The applicant, Jeremiah Ward, came forward to speak in favor of the request.

Calling for and receiving no other comments, the Commission Chair closed the public hearing.

After discussion and upon the motion of Commissioner Walker, duly seconded by Commissioner Camp, the Commission unanimously approved RZ 18-01 due to error in the original zoning with the following clarification: that the rezoning be approximately 7-8 acres of the northern part of Parcel 1, which exists north of parcel 4 as shown in TSC Maps and on the 2-13-17 Planning and Zoning Staff Report as Attachment 1.

VIII. PLANNER'S REPORT

On Friday February 16, 2018 at 12:00 PM in the courtroom of City Hall a special call meeting will be held for the Public Hearing of the code rewrite and possibly a final plat application for Academy Hill Phase I subdivision. The packets for this meeting will be delivered on Thursday afternoon.

IX. ADJOURN

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on February 16, 2018, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Walker duly seconded by Commissioner Camp, the motion to adjourn until 5:30 p.m. on February 16, 2018, in in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, City Planner

DRAFT



THE CITY OF STARKVILLE
PLANNING DEPARTMENT
PLANNING AND ZONING COMMISSION
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

To: Members of the Planning & Zoning Commission
From: Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)
Subject: PP 18-01 FP 18-02 Request for Final Plat approval for subdividing +-0.6-acre parcel into 2 lots. 205 Central Ave. in a R-3 zone with the parcel number 118I-00-061.00
Date: March 13, 2018

The purpose of this report is to provide information regarding the request by Amy Allen for Final Plat approval for subdividing a +-0.6-acre parcel into 2 lots. The proposed subdivision is named "205 Central Ave". The proposed subdivision is located in an R-3 zone. The proposed subdivision is located at 205 Central Ave. Please see attachments 1-4.

Below is information pertaining to R-3 residential zoning regulations:

These [R-3 residential] districts are intended to be composed mainly of multifamily residential properties, with single-family and duplex properties permitted. Under special conditions, mobile home subdivisions and mobile home parks are also permitted. Appropriate neighborhood supporting facilities are provided for and the district's open residential character is protected by requiring certain minimum yard and area standards. [The following regulations apply to R-3 districts:]

1. See chart for permitted uses.
2. See chart for uses which may be permitted as a special exception.
3. Required lot area and width, yards, building areas and height for residences:
 - (a) Minimum lot area, one-family dwelling: 5,000 square feet.
 - (b) Minimum lot area, duplex dwelling: 7,000 square feet.
 - (c) Minimum lot area, triplex dwelling: 9,000 square feet.
 - (d) Minimum lot area, fourplex dwelling: 11,000 square feet.
 - (e) Minimum lot width at the building line:

One-family dwelling: 50 feet.

Duplex, triplex or fourplex: 70 feet.

- (f) Minimum depth of front yard: 25 feet.
- (g) Minimum depth of rear yard: 20 feet.
- (h) Minimum width of each side yard: Five feet.
- (i) Maximum height of structure: 45 feet.

4. *Off-street parking requirements: See article VIII of this ordinance for requirements for other uses.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 0.6 acres with a total of 2 lots

Easements and Dedications

All easements and dedications are provided on the final plat. Electrical service will be provided by Starkville Utilities and will be placed above ground. Potable water and sanitary sewer utility services will be provided by the City. Street numbers shall be assigned by Golden Triangle Planning and Development for construction permitting and utility assignments.

Findings and Comments

The final plat is a Class "B" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and 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. This subdivision is not part of any previously platted subdivision, therefore no adversely effected parties.

REQUESTED 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-3 dimensions.
3. All public utilities must be currently in place and meet city requirements.
4. Erosion control vegetation shall be established on all disturbed areas.
5. The applicant shall provide one paper copies of the recorded plat to the City, along with a digital copy in "AutoCAD" format in standard state plane coordinates.
6. Sidewalk construction shall conform to the City's Sidewalk Ordinance and ADA standards.
7. A bond or surety in the amount of 150% of the current cost of the proposed sidewalk shall be provided prior to approval by the Mayor and Board of Aldermen.
8. 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.

Attachment 1
PP 18-01 FP 18-02 Aerial



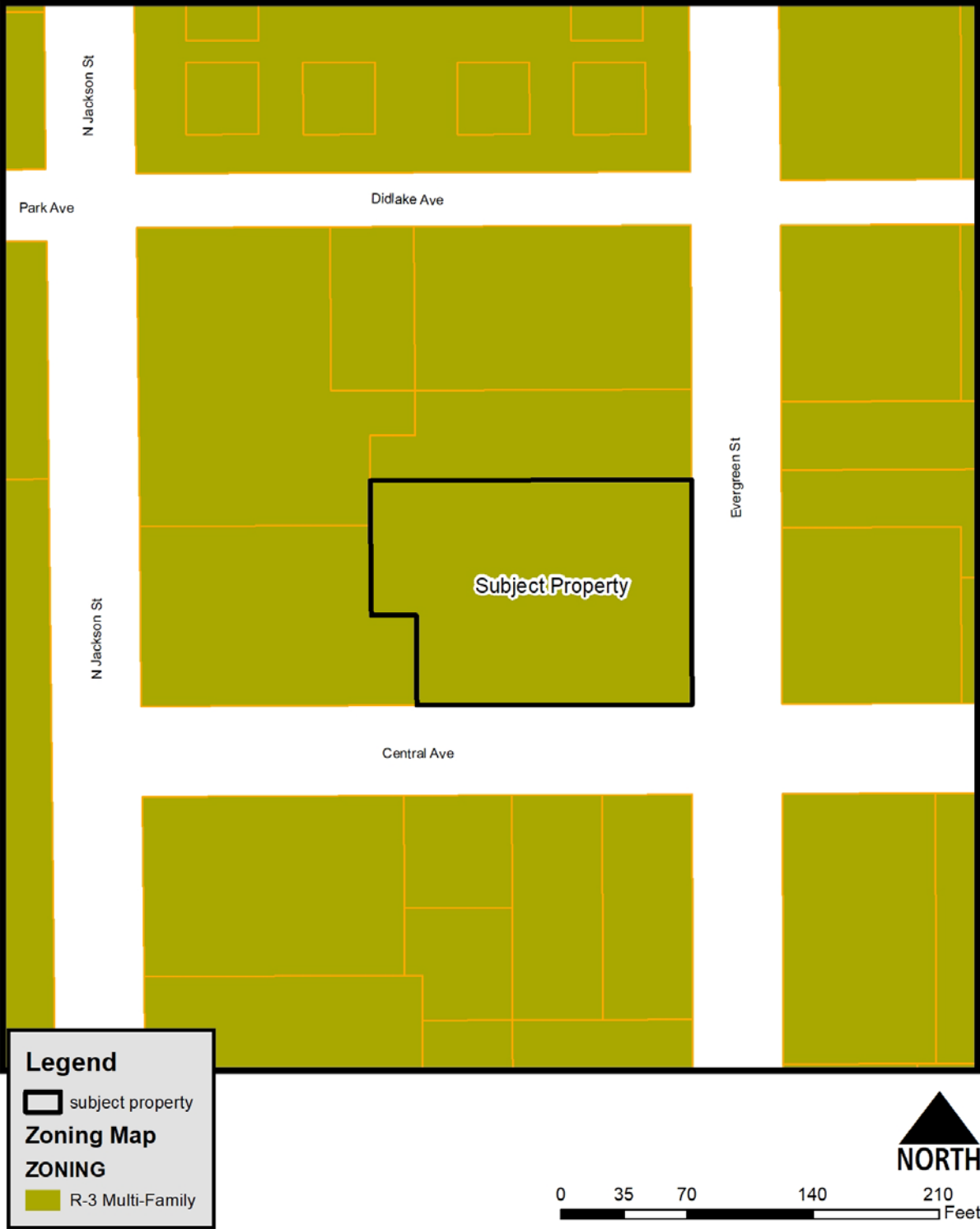
Legend

 subject property

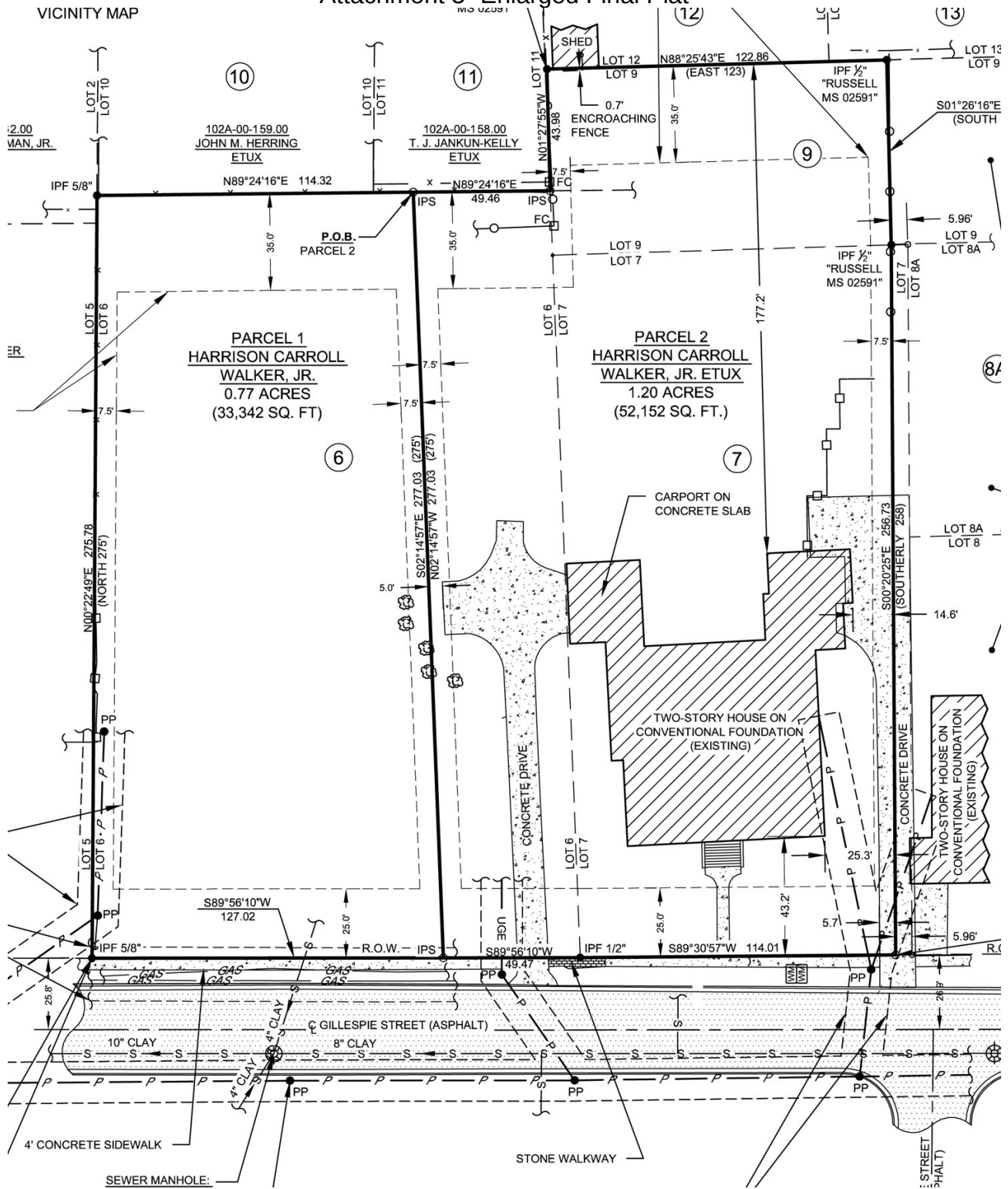
0 35 70 140 210 Feet



Attachment 2
PP 18-01 FP 18-02 Zoning



VICINITY MAP





THE CITY OF STARKVILLE
PLANNING DEPARTMENT
PLANNING AND ZONING COMMISSION
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

To: Members of the Planning & Zoning Commission
From: Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)
Subject: PP 18-02 FP 18-03 Request for Final Plat approval for subdividing +- 1.97-acre parcel into 2 lots. 311 Gillespie Street in a R-2 zone with the parcel number 102A-00-157.00 and 102A-00-156.00.
Date: March 13, 2018

The purpose of this report is to provide information regarding the request by Carrol Walker Jr. for Final Plat approval for subdividing a +- 1.97-acre parcel into 2 lots. The proposed subdivision is named "311 Gillespie Street". The proposed subdivision is located in an R-2 zone. The proposed subdivision is located at 311 Gillespie St. Please see attachments 1-4.

Below is information pertaining to R-2 zoning:

Sec. D. - R-2 residential zoning regulations.

These [R-2 residential] districts are intended to be composed of higher density single-family residential properties and, under special conditions, duplexes, along with appropriate neighborhood support facilities, with their character protected by requiring certain minimum yard and area standards to be met. [The following regulations apply to R-2 districts:]

1. See chart for permitted uses.
2. See chart for uses which may be permitted as a special exception.
3. Required lot area and width, yards, building areas and height for residences:
 - (a) Minimum lot area: 7,500 square feet.
 - (b) Minimum lot width at the building line: 60 feet.
 - (c) Minimum depth of front yard: 25 feet.
 - (d) Minimum depth of rear yard: 35 feet.
 - (e) Minimum width of each side yard: 7½ feet.
 - (f) Maximum height of structure: 45 feet.
4. Off-street parking requirements: See article VIII of this ordinance for requirements for other uses.

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 1.97 acres with a total of 2 lots.

Easements and Dedications

All easements are provided on the final plat. There are no proposed roadway dedications on the plat. Electrical service is provided by Starkville Utilities. Potable water and sanitary sewer utility services is provided by the City.

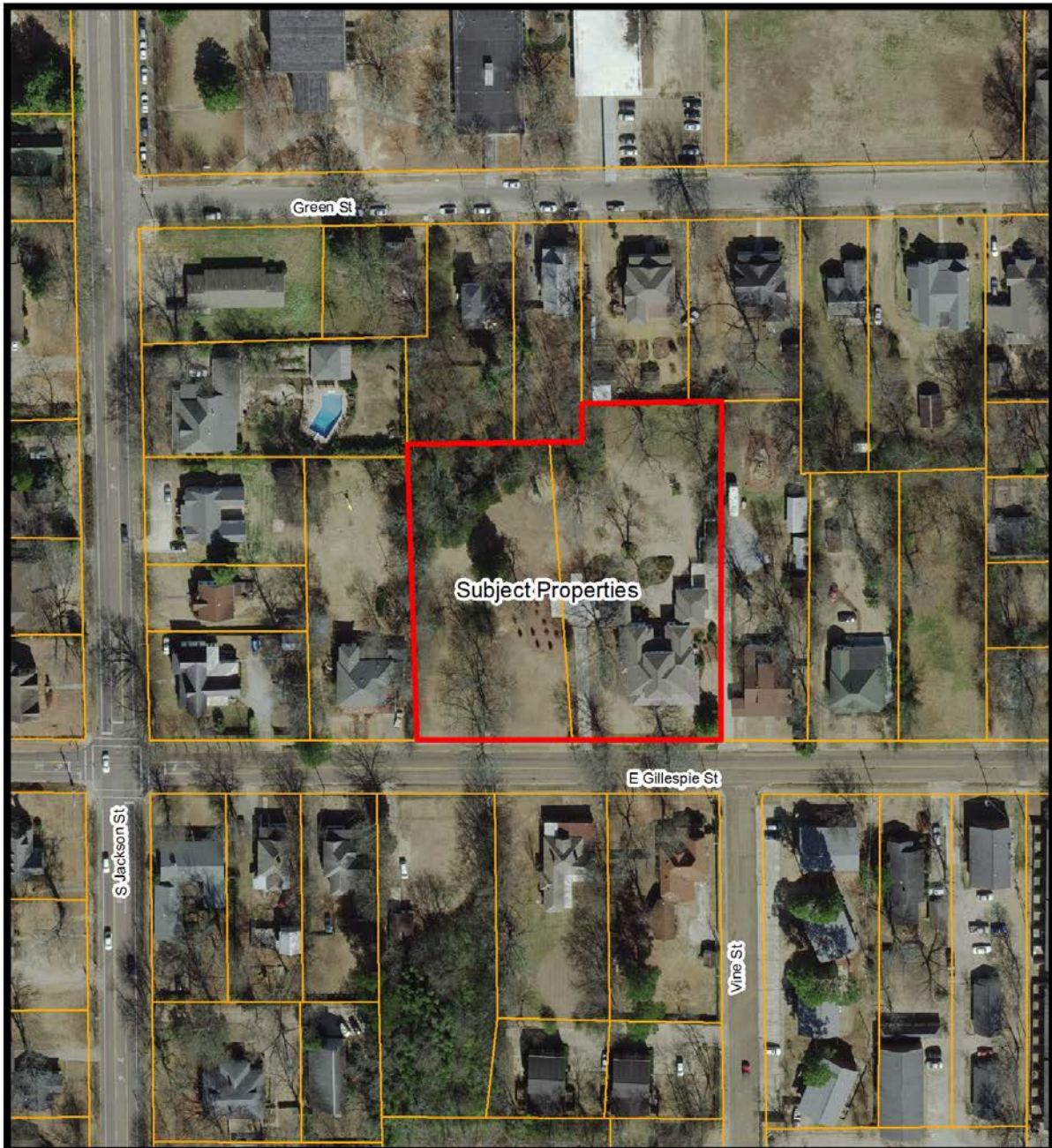
Findings and Comments

The final plat is a Class "B" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and 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. This subdivision is not part of any previously platted subdivision, therefore no adversely effected parties.

REQUESTED CONDITIONS:

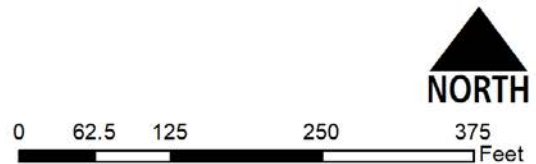
1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-3 dimensions.
3. All public utilities must be currently in place and meet city requirements.
4. Erosion control vegetation shall be established on all disturbed areas.
5. The applicant shall provide one paper copies of the recorded plat to the City, along with a digital copy in "AutoCAD" format in standard state plane coordinates.
6. 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.

Attachment 1
PP 18-02 FP 18-03 Aerial

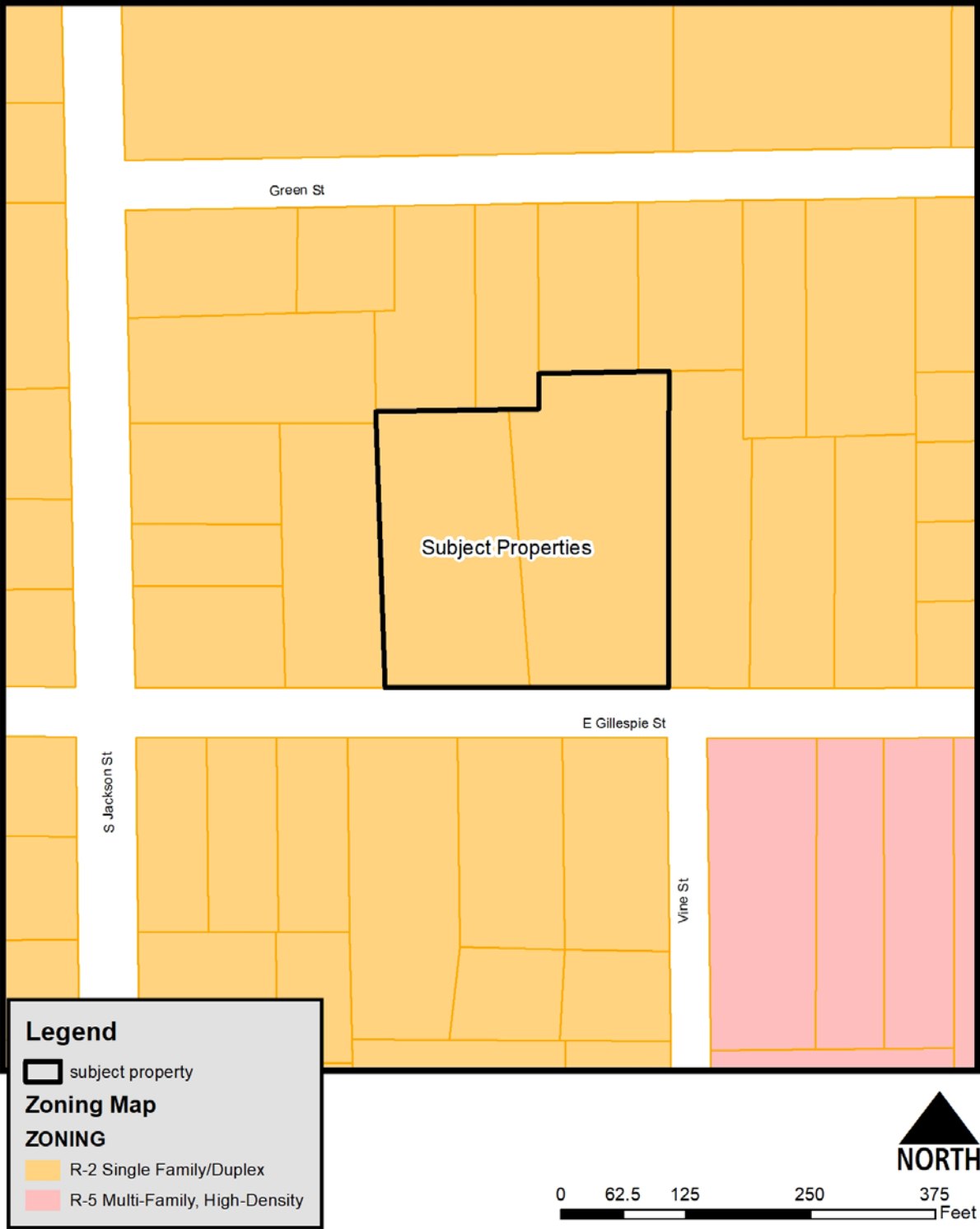


Legend

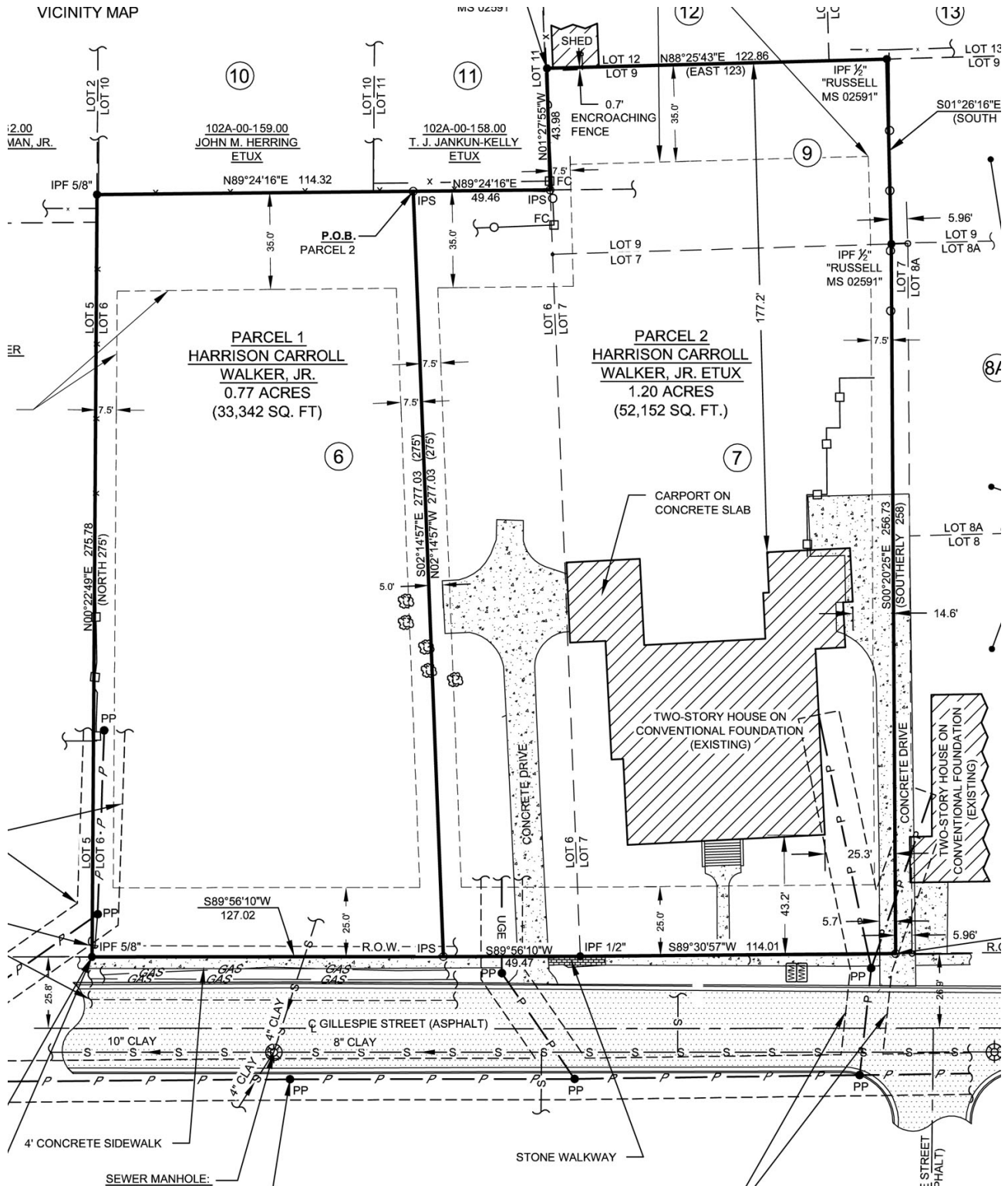
 subject property



Attachment 1
PP 18-02 FP 18-03 Zoning



VICINITY MAP





THE CITY OF STARKVILLE
PLANNING DEPARTMENT
PLANNING AND ZONING COMMISSION
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

To: Members of the Planning & Zoning Commission
From: Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)
Subject: FP 18-06 Request for Final Plat approval for subdividing 26.37-acre parcel into 41 lots
on Day Lily Dr. in a R-1 zone with the parcel number 106C-00-035.03
Date: March 13, 2018

The purpose of this report is to provide information regarding the request by B S Development for Final Plat approval for subdividing a 26.37 acre parcel into 41 lots. The proposed subdivision is named "Greenbriar Ph 11-A". The proposed subdivision is located in an R-1 zone. The proposed subdivision is located on Day Lily Dr. Please see attachments 1-3.

Below is information pertaining to R-1 zone

Sec. C. - R-1 residence zoning district regulations.

These [R-1 residential] districts are intended to be composed mainly of single-family residential properties along with appropriate neighborhood facilities, with their character protected by requiring certain minimum yard and area standards to be met. [The following regulations apply to R-1 districts:]

1. See chart for permitted uses.
2. See chart for uses which may be permitted as a special exception.
3. Required lot area and width, yards, building areas and height for residences:
 - (a) Minimum lot area: 10,000 square feet.
 - (b) Minimum lot width at the building line: 75 feet.
 - (c) Minimum depth of front yard: 30 feet.
 - (d) Minimum depth of rear yard: 35 feet.
 - (e) Minimum width of each side yard: Ten feet.
 - (f) Maximum height of structure: 45 feet.
4. Off-street parking requirements: See article VIII of this ordinance for requirements for other uses.

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 26.37 acres with a total of 41 lots. The proposed development has a gross density of 1.55 units per acre.

Easements and Dedications

All easements and dedications are provided on the final plat. The roadways will be dedicated to the City. The County has reviewed and approved of the proposed road name.

Electrical service will be provided by Starkville Utilities and will be placed underground. Potable water and sanitary sewer utility services will be provided by the City. Street numbers have been assigned for construction permitting and utility assignments.

Findings and Comments

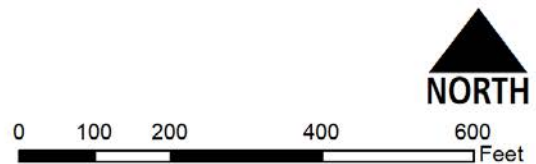
The final plat is a Class "B" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and meets the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code Annotated (1972), as amended.

REQUESTED 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. No Certificates of Occupancy or Temporary Certificates of Occupancy shall be granted for any structures until all conditions of approval have been met to the satisfaction of City Staff.
3. The final plat shall meet the minimum requirements for R-1 zone dimensions.
4. All public utilities must be inspected, tested, meet city requirements and be in place prior to any issuance of any Certificate of Occupancy.
5. Erosion control vegetation shall be established on all disturbed areas.
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 guarantee in the amount of 200% of the current cost of all non-sidewalk remaining improvements is required to be posted prior to final plat 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 in Phase 11-A and any future phase that 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, 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.
15. The Applicant shall provide additional easements as required by City Staff based on as-built conditions of installed infrastructure.
16. The storm sewer "trunk line" which is located in the future phase(s) area is all that is being recommended for acceptance at this time. All tributary or adjoining storm sewer

pipng or inlets will be inspected and accepted during future phase review. An exhibit showing that "trunk line" is attached.

Attachment 1
FP 18-06 Aerial



Attachment 2
FP 18-06 Zoning

