



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, April 10, 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 MARCH 13, 2018
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. CU 18-01 REQUEST FOR CONDITIONAL USE TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 400 LAUREL HILL DRIVE IN AN R-1 ZONE WITH THE PARCEL NUMBER 106D.00.158.21
 - B. PP 18-03 FP 18-05 REQUEST FOR FINAL PLAT APPROVAL FOR RESUBDIVIDING +- 0.73-ACRE PARCEL INTO 2 LOTS AT 201 OAKMONT ROAD IN A R-4 ZONE WITH THE PARCEL NUMBER 106E.00.019.00.
- VIII. PLANNERS REPORT
 - A. DISCUSSION OF UP COMING REVISIONS TO THE RESIDENTIAL PARKING REQUIREMENTS.
- IX. ADJOURN

**UNAPPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI MARCH 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 March 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, Jim McReynolds, Ward 2, and Alexis Gregory, Ward 5. Absent from the meeting were Tom Walker, Ward 3, Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. Attending the Commissioners were 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 March 13, 2018 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, MARCH 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 FEBURARY 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. PLANNER'S REPORT
VIII. ADJOURN

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

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
FEBRUARY 13, 2018**

After discussion and upon the motion of Commissioner Camp, duly seconded by Commissioner Gregory, the motion to approve the Minutes as amended of the February 13, 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 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.**

Assistant City Planner Emily Corban introduced 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 newly created lot meets setbacks for an R-3 zoning. There was an error in the staff report for attachment 3. On the screen is the correct final plat. We accidentally attached the plat for Gillespie St. The staff report lists 8 requested conditions. 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.

Upon the motion of Commissioner Gregory, duly seconded by Commissioner McReynolds, the motion to approve PP 18-01 with conditions received unanimous approval.

Upon the motion of Commissioner Gregory, duly seconded by Commissioner Camp, the motion to approve FP 18-02 with conditions received unanimous approval.

B. CONSIDERATION OF 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.

Assistant City Planner Emily Corban introduced 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 newly created lot meets setbacks for R-2 zoning. The staff report lists 6 requested conditions.

Upon the motion of Commissioner McReynolds, duly seconded by Commissioner Camp, the motion to approve PP 18-02 with conditions received unanimous approval.

Upon the motion of Commissioner McReynolds, duly seconded by Commissioner Camp, the motion to approve FP 18-03 with conditions received unanimous approval.

C. CONSIDERATION OF 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.

Assistant City Planner Emily Corban introduced 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 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. Staff has requested 16 conditions shown in the packet.

Clyde Pritchard, representing the applicant, came forward to speak in favor of the request.

Upon the motion of Commissioner Gregory, duly seconded by Commissioner Camp, the motion to approve FP 18-06 with conditions 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 April 10, 2018, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Camp, duly seconded by Commissioner Gregory, the motion to adjourn until 5:30 p.m. on April 10, 2018, in in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Emily Corban, Assistant City Planner



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: CU 18-01 Request for Conditional Use to allow for an Accessory Dwelling Unit at 400
Laurel Hill Drive in an R-1 Zone with the parcel number 106D.00.158.21
Date: April 10, 2018

The purpose of this report is to provide information regarding Conditional Use Request by David Cole to allow for an Accessory Dwelling Unit located at 400 Laurel Hill Drive in an R-1 Zone with the property #106D.00.158.21. Please see attachments 1- 3.

BACKGROUND INFORMATION

The applicant is seeking a Conditional Use to covert a shed (accessory structure) into a bedroom with a bathroom (accessory dwelling). The applicant's intended use is for extra space for relatives to stay in while visiting from out of town. The applicant has stated that there are no intentions on expanding the existing structure or altering the exterior. Electrical service for the current structure is separately metered from the house. The structure is located approximately 3 feet from the rear and side property line. With its current use classification of accessory structure, there is no violation of the setback requirements. With the proposed use of accessory dwelling, a variance from rear and side setbacks is required. On March 28, 2018 the Board of Adjustments and Appeals recommended a variance from side and rear setback requirements with the condition that Conditional Use is approved by the Board of Aldermen. The property is zoned R-1 and in order to convert the existing structure into an "Accessory Dwelling", a Conditional Use is required per the City of Starkville's Permitted and Conditional Use Chart.

Scale and intensity of use.

The applicant has stated that there will be no expansion of the existing structure. Therefore, no change in current scale of the structure. The intensity of use of the structure will change when the structure is occupied.

On- or off-site improvement needs.

There are no off-site improvements being proposed. As part of the building permit application, all plans for the conversion of the structure will be reviewed by City staff prior to insure compliance with land development regulations prior to issuing of permits.

On-site amenities proposed to enhance the site.

There are no amenities being proposed

Site issues.

There are no known site issues regarding the intended use of the

The table below provides the zoning and land uses adjacent to the subject property:

Direction	Zoning	Current Use
North	R-1	Single Family Residential
East	R-1	Single Family Residential
South	R-1	Single Family Residential
West	R-1	Single Family Residential

ALLOWED USES UNDER THE PERMITTED (PU) AND CONDITIONAL USE(CU) CHART FOR R-1

Residential:

Accessory dwelling unit (CU), Bed & Breakfast Inn (CU), Dwelling live/work (PU), dwelling single-family detached (PU)

Public & Institutional:

Community Services (CU), Family Child Care (CU), Educational Facilities (CU), Government Facilities (CU), Parks and Recreation Active (CU), Parks and Recreation Passive (PU), Places of Worship (CU), Public Spaces (CU)

NOTIFICATION

27 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 March 13, 2018 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received 3 phone calls requesting information about the request.

ANALYSIS

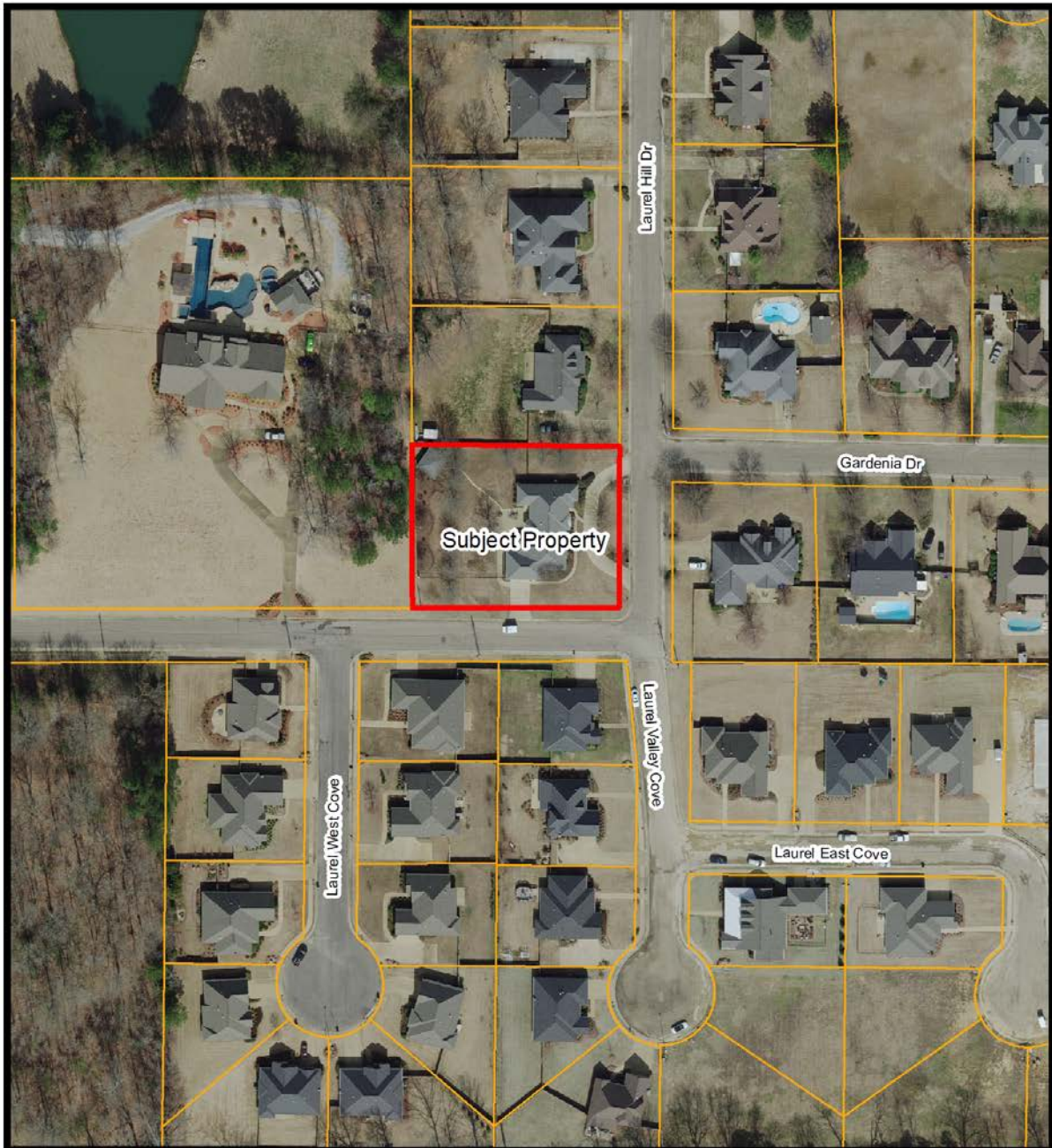
Appendix A, Article VI, Section I of the City's Code of Ordinances provides five specific criteria for conditional use review and approval:

- 1. Land use compatibility.** The proposed use as an Accessory Dwelling could be considered a compatible use with adjacent properties. The property is currently zoned R-1. The 2016 Comprehensive plan has the areas placetype listed as Suburban Single Family.
- 2. Sufficient site size and adequate site specifications to accommodate the proposed use.** The site is adequately sized to accommodate the proposed use.
- 3. Proper use of mitigative techniques.** None proposed
- 4. Hazardous waste.** No hazardous waste or materials would be generated, used or stored at the site
- 5. Compliance with applicable laws and ordinances.** The applicant is responsible for obtaining all the property permitting required by City and State and will be required to obtain a Certificate of Occupancy prior to use.

Requested Condition:

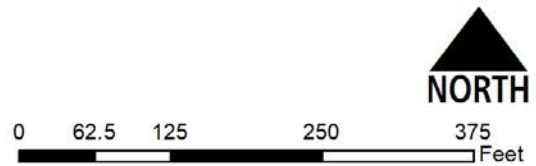
1. The applicant shall have six months from time of Conditional Use approval to obtain a building permit.

Attachment 1
CU 18-01- Aerial

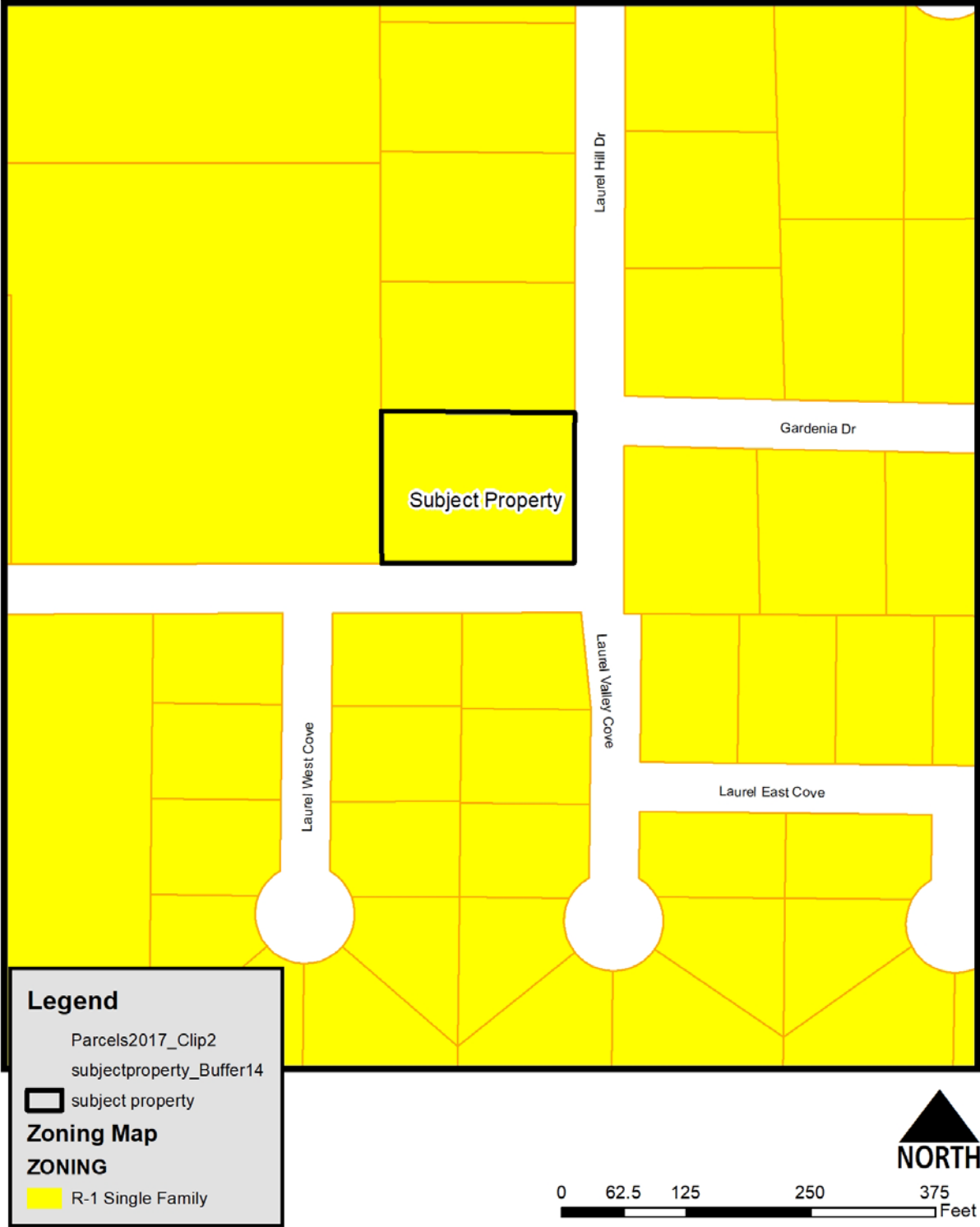


Legend

Parcels2017_Clip2
subjectproperty_Buffer14
 subject property



Attachment 2
CU 18-01- Zoning



Attachment 3



View of existing structure



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 18-03 FP 18-05 Request for Final Plat approval for resubdividing +- 0.73-acre parcel into 2 lots at 201 Oakmont Road in a R-4 zone with the parcel number 106E.00.019.00.
Date: April 10, 2018

The purpose of this report is to provide information regarding the request by Mike Brent on behalf of Kitty Henry for Final Plat approval for subdividing a +- 0.73-acre parcel into 2 lots. The proposed subdivision is named "Lot #69 and Lot#70 Country Club Estates Re-Subdivision". The proposed subdivision is located in an R-4 zone. Lot 70 has a proposed acreage of 0.43 and Lot 69 has a proposed acreage of 0.30. The proposed subdivision is located at 201 Oakmont Road Please see attachments 1-4.

Below is information pertaining to R-2 zoning:

Sec. F. - R-4 residential zoning regulations.

These [R-4 residential] districts are intended to be composed mainly of zero lot line and cluster development type single-family dwellings, with duplex and three- and four-family dwellings also permitted. Mobile home parks and mobile home subdivisions are also permitted under certain special conditions. Appropriate residential support facilities are provided for along with certain yard and area standards to protect the open character of the district. [The following regulations apply to R-4 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: 3,200 square feet.
 - (b) Minimum lot width at building line: 34 feet.
 - (c) Minimum depth of front yard: 25 feet.
 - (d) Minimum width of side yard (only one required): Ten feet.
 - (e) Minimum depth of rear yard: 20 feet.
 - (f) Maximum height of structure: 45 feet.
 - (g) Minimum distance between buildings: Ten 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 +/- 0.73 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 4 County. Potable water and sanitary sewer utility services is provided by the City.

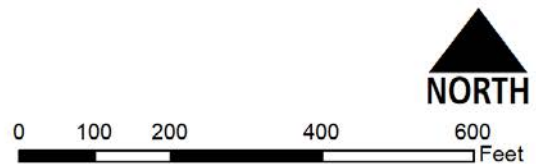
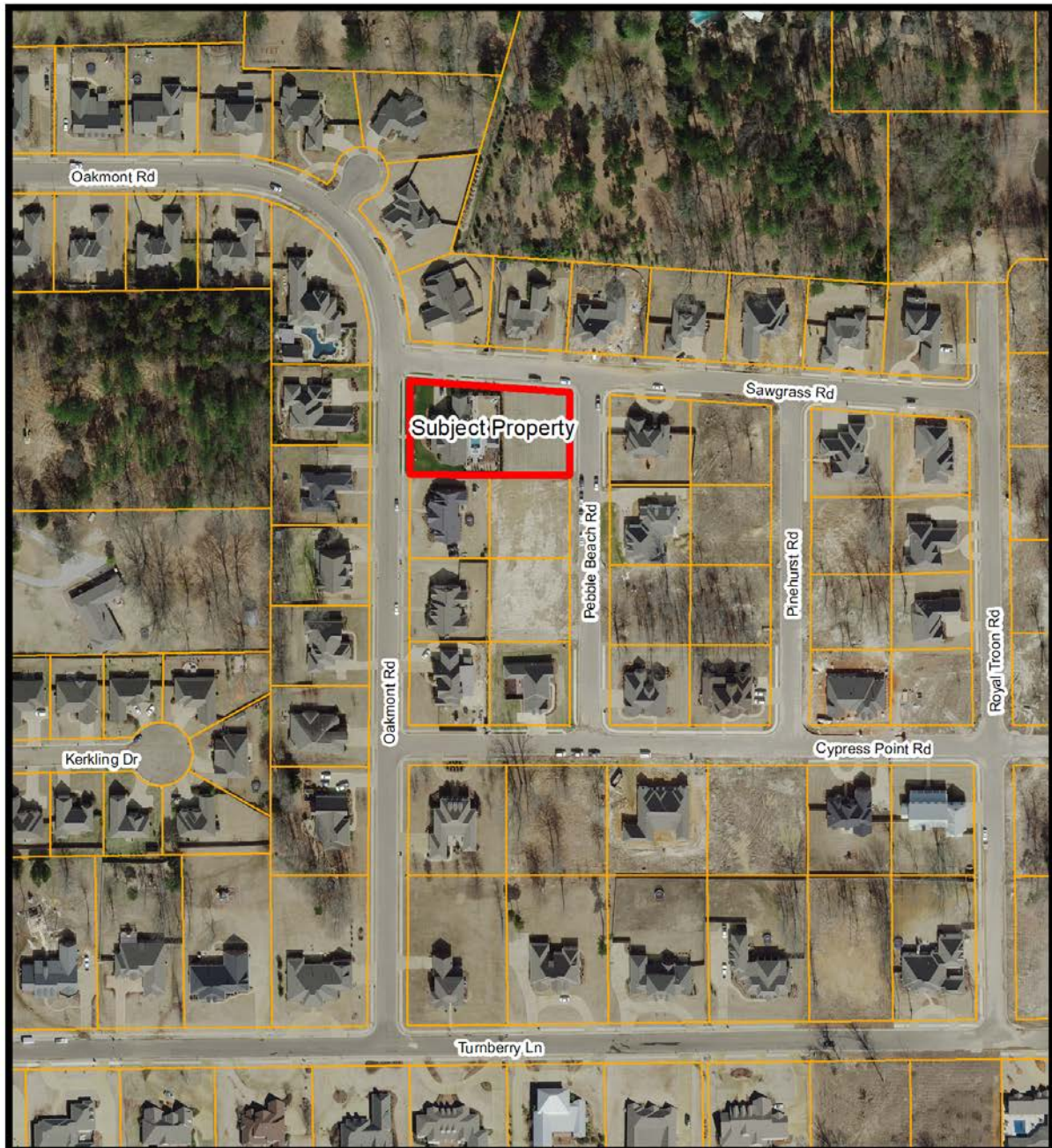
Findings and Comments

The final plat is a Class "C" 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 part of two previously platted subdivisions. The majority of Lot 70 is included in "Final Plat of Phase 1 Country Club Estates. A +/- 2,530 square foot portion of proposed Lot 70 and proposed Lot 69 is included in "Country Club Estates Final Plat- Phase 2".

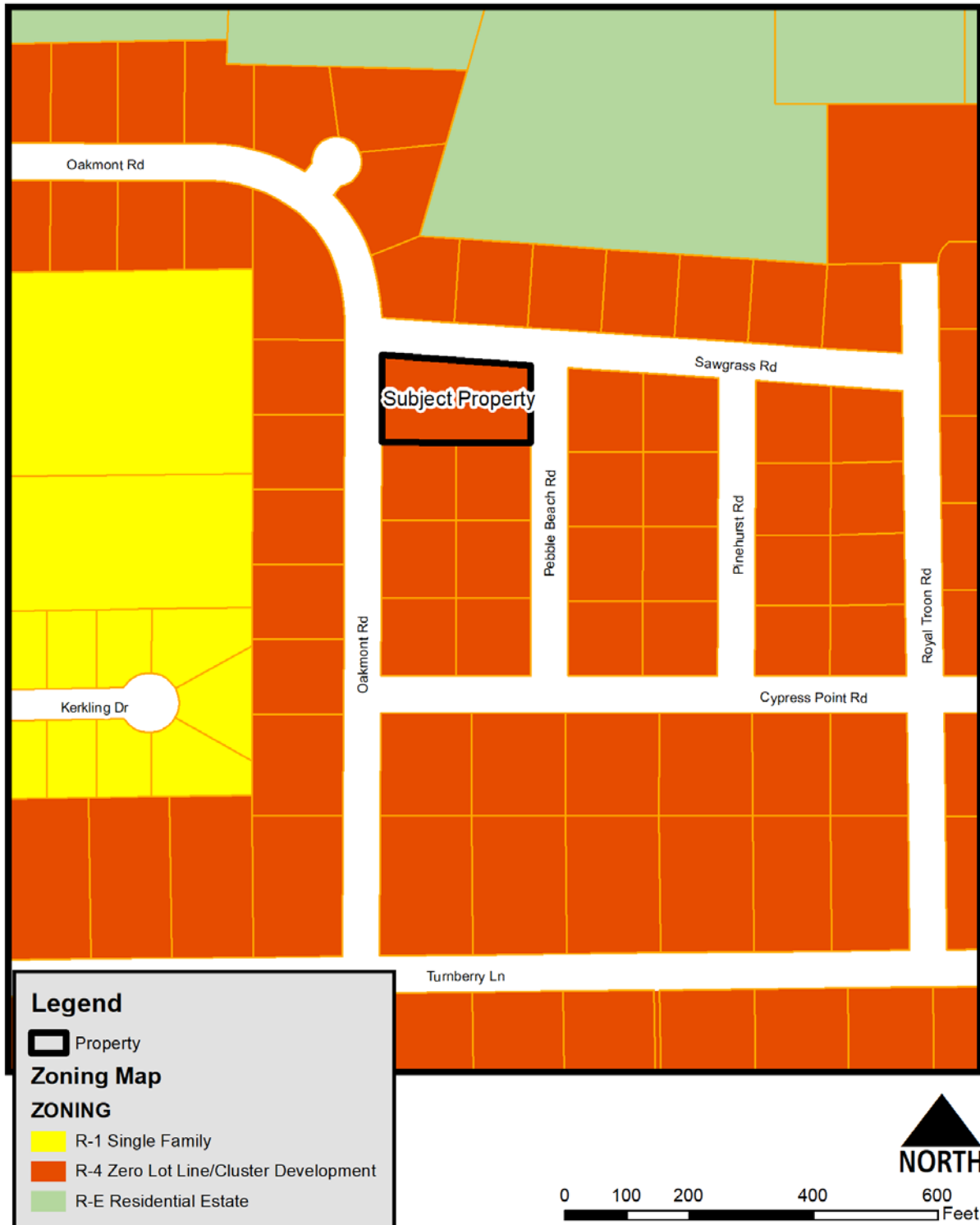
REQUESTED CONDITIONS:

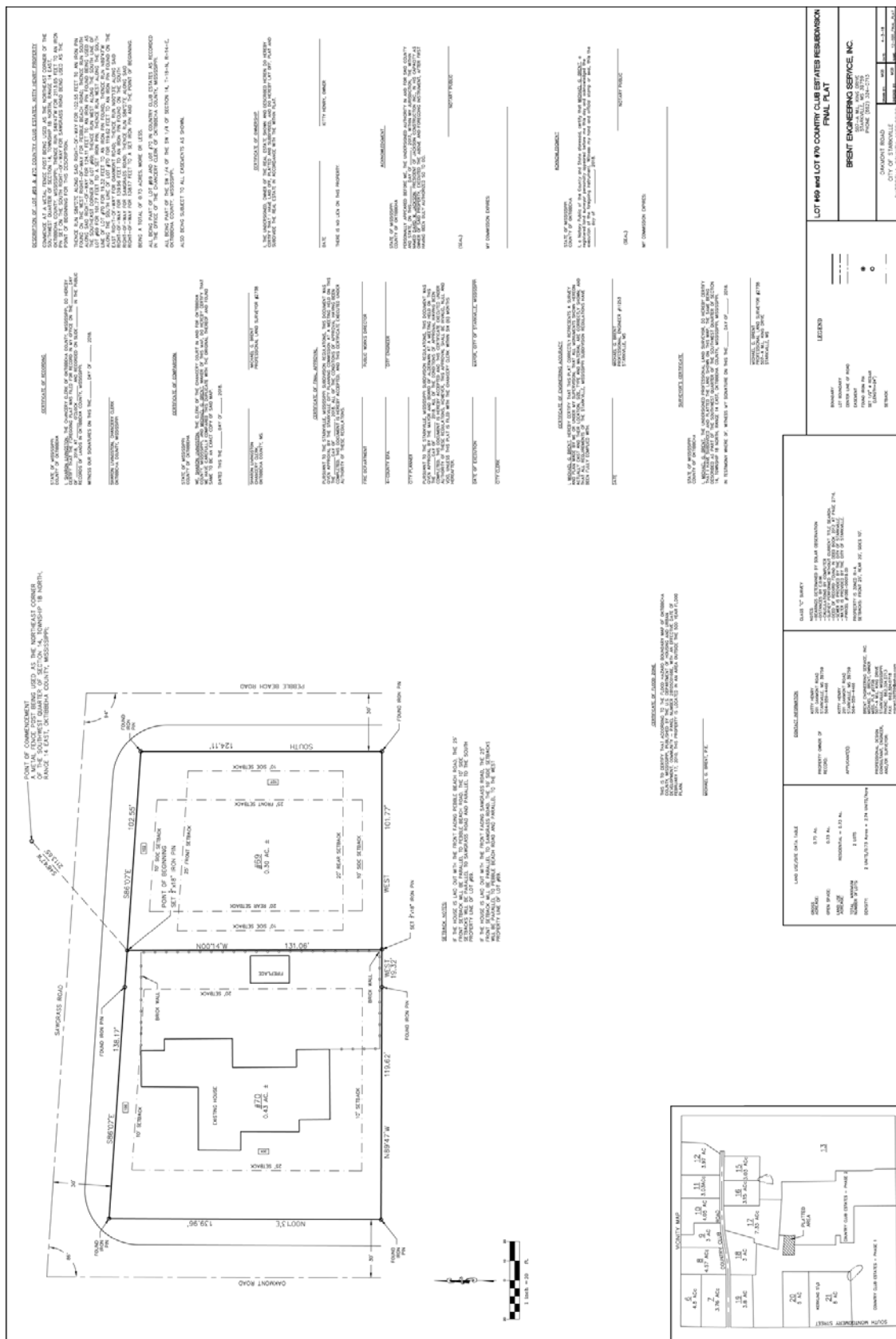
1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-4 dimensions.
3. Erosion control vegetation shall be established on all disturbed areas.
4. 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.
5. 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 18-03 and FP 18-05 Aerial



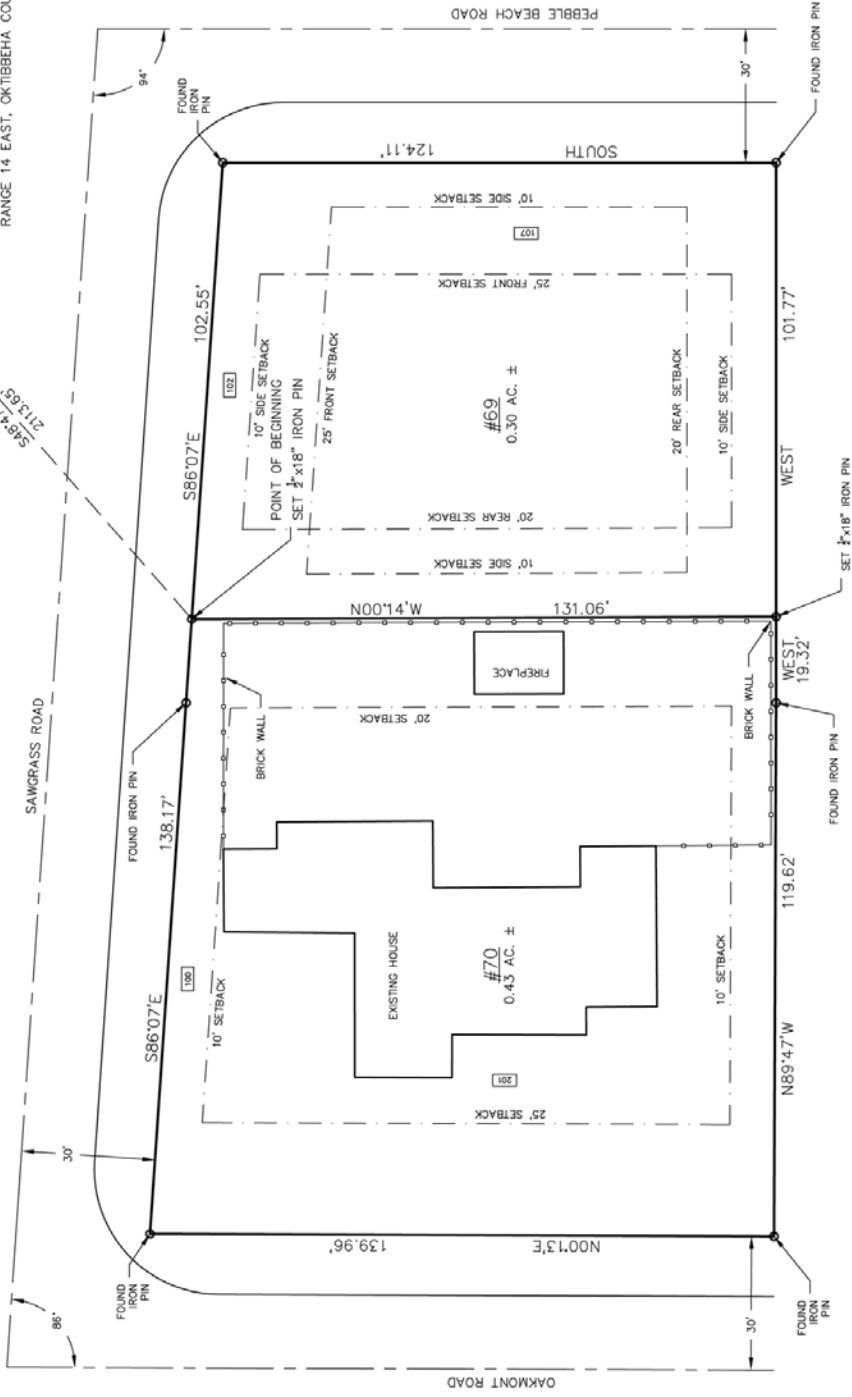
Attachment 2
PP 18-03 and FP 18-05 Zoning





Attachment 4- Enlarged Final Plat

POINT OF COMMENCEMENT
A METAL FENCE POST BEING USED AS THE
OF THE SOUTHWEST QUARTER OF SECTION
RANGE 14 EAST, OKTIBBEHA COUNTY, MISSI



SETBACK NOTES:

IF THE HOUSE IS LAID OUT WITH THE FRONT FACING PEBBLE BEACH ROAD, THE 25' FRONT SETBACK WILL BE PARALLEL TO PEBBLE BEACH ROAD, THE 10' SIDE SETBACKS WILL BE PARALLEL TO SAWGRASS ROAD AND PARALLEL TO THE SOUTH PROPERTY LINE OF LOT #69.

IF THE HOUSE IS LAID OUT WITH THE FRONT FACING SAWGRASS ROAD, THE 25' FRONT SETBACK WILL BE PARALLEL TO SAWGRASS ROAD, THE 10' SIDE SETBACKS WILL BE PARALLEL TO PEBBLE BEACH ROAD AND PARALLEL TO THE WEST PROPERTY LINE OF LOT #69.

