

**APPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI APRIL 10, 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 April 10, 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, Tom Walker, Ward 3, Alexis Gregory, Ward 5, Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. 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 April 10, 2018 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, APRIL 10, 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 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 18-02 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. PLANNER'S REPORT

VIII. ADJOURN

After discussion and upon the motion of Commissioner Camp, duly seconded by Commissioner Gregory, the motion to approve the official agenda of the Planning and Zoning Commission for April 10, 2018 received unanimous approval.

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

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Camp, the motion to approve the Minutes as amended of the March 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 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**

City Planner Daniel Havelin introduced the request by David Cole for a Conditional Use to allow for an Accessory Dwelling Unit. The property is located at 400 Laurel Hill Drive in the Greenbriar Subdivision in an R-1 zone. 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 and one call against. The properties on all four sides are zoned R-1 and are single family residence.

The applicant is seeking the Conditional Use to convert a shed into a dwelling. The applicants intended use for the structure is extra space for family to stay in while visiting. As part of this request, a variance is required from side and rear setbacks. The Board of Adjustment and Appeals recommended approval of the variance on March 28, 2018. The applicant has stated that there are no intentions on expanding the existing structure or altering the exterior.

The five criteria for Conditional Use are:

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.

Sufficient site size and adequate site specifications to accommodate the proposed use. The site is adequately sized to accommodate the proposed use.
Proper use of mitigative techniques. None proposed.

Hazardous waste. No hazardous waste or materials would be generated, used or stored at the site.

Compliance with applicable laws and ordinances. The applicant is responsible for obtaining all the permitting required by City and State and will be required to obtain a Certificate of Occupancy prior to use.

The Commissioner opened up the public hearing.

The applicant, David Cole, came forward to speak in favor of the request.
Clifton Curtis came forward to speak in favor of the request.

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

Upon the motion of Commissioner Dumas, duly seconded by Commissioner Verdell, the motion to approve CU 18-01 received unanimous approval with the following condition:

That the dwelling not be used as rental property for short or long-term use.

**B. CONSIDERATION OF PP 18-02 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**

City Planner Daniel Havelin introduced the request by Mike Brent on behalf of Kitty Henry for Preliminary and Final Plat approval for re-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. The newly created lot meets setbacks for an R-4 zoning.

Both lots were included on previously recorded plats, and the proposed plat modifies the adjoining lot line by 19.83' and both proposed lots are owned by the same individual. There are two different sets of setback lines illustrated on the plat.

The staff report lists 5 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 copy 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.

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

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

VIII. PLANNER'S REPORT

City Planner Daniel Havelin announced to the Commission that staff has been asked to research off-street parking issues in residential areas.

IX. ADJOURN

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on May 8, 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 Dumas, the motion to adjourn until 5:30 p.m. on May 8, 2018, in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, City Planner