



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, JUNE 11, 2019
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 THE APPROVAL OF MINUTES
 - A. CONSIDERATION OF THE UNAPPROVED MINUTES OF MAY 14, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. EX 19-03 REQUEST FOR AN EXCEPTION FOR A MONUMENT SIGN TO BE PLACED AT 607 UNIVERSITY DRIVE IN A T-5 ZONING DISTRICT WITH THE PARCEL NUMBER 101D-00-019.00
 - B. PP 19-04 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR A TWO-LOT SUBDIVISION LOCATED APPROXIMATELY 1700' WEST OF THE INTERSECTION OF LYNN LANE AND SOUTH MONTGOMERY ON THE NORTHSIDE OF LYNN LANE IN A C-2 ZONING DISTRICT WITH THE PARCEL NUMBER 201I-00-013.00
 - C. FP 19-03 REQUEST FOR FINAL PLAT APPROVAL FOR A TWO-LOT SUBDIVISION LOCATED APPROXIMATELY 1700' WEST OF THE INTERSECTION OF LYNN LANE AND SOUTH MONTGOMERY ON THE NORTHSIDE OF LYNN LANE IN A C-2 ZONING DISTRICT WITH THE PARCEL NUMBER 201I-00-013.00
- VIII. ADJOURN

**UNAPPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI MAY 14, 2019**

Be it remembered that the members of the Planning and Zoning Commission of the City of Starkville met at their regularly scheduled meeting on May 14, 2019 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

There being present were Jason Camp, Ward 1, Carl Smith Jr., Ward 2, Tom Walker, Ward 3, Alexis Gregory, Ward 5, Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. Absent from the meeting was Michael Brooks, Chairman, Ward 4. Attending the Commissioners were City Planner Daniel Havelin, Assistant City Planner Emily Corban, Community Development Director Dr. Simon Kim, and City Attorney Chris Latimer.

Commission Vice-Chairman Tom Walker 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 May 14, 2019 as presented.

OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, MAY 14, 2019
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 OF THE APPROVAL OF MINUTES
 - A. CONSIDERATION OF THE UNAPPROVED MINUTES OF APRIL 9, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. CU 19-06 REQUEST FOR CONDITIONAL USE TO ALLOW FOR A MOBILE HOME TO BE PLACED AT 1560 LOUISVILLE STREET IN A R-5 ZONE WITH THE PARCEL NUMBER 105 -16-009.00.
 - B. AA 19-02 REQUEST BY HENRY PILKINTON FOR AN APPEAL TO AN ADMINISTRATIVE DETERMINATION ON THE LEGAL NONCONFORMING STATUS OF THE STRUCTURE AT 805 UNIVERSITY DR. IN A T-5 ZONING DISTRICT WITH THE PROPERTY #101C-00-005.00.

- VIII. PLANNER'S REPORT
- IX. ADJOURN

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Camp, the motion to approve the official agenda of the Planning and Zoning Commission for May 14, 2019 received unanimous approval.

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 09, 2019

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Smith, the motion to approve the Minutes as amended of April 09, 2019 Planning and Zoning Commission received unanimous approval.

CITIZEN COMMENTS

The Chair opened up the meeting for Citizen Comments. Calling for and receiving no other comments, the Commission moved to New Business.

NEW BUSINESS

A. CONSIDERATION OF CU 19-06 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR A MOBILE HOME TO BE PLACED AT 1560 LOUISVILLE STREET IN A R-5 ZONE WITH THE PARCEL NUMBER 105 -16-009.00

City Planner Daniel Havelin introduced the request by Christina Johnson to allow for a mobile home to be placed at 1560 Louisville Street. The applicant is seeking a Conditional Use to place a mobile home on the subject property. The property is zoned R-5 and in order to place a "mobile home" on the property, a Conditional Use is required per the City of Starkville's Permitted and Conditional Use Chart. The property is part of 16th section land that is owned by the Starkville Oktibbeha School District.

There is an existing structure on the property. The City has contacted the School District to discuss removing the structure from the property. The structure will be removed at some point in the future. 2 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 on March 27, 2019 and a sign was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls regarding this request. Planning staff has two requested conditions:

1. The applicant shall have six months from time of Conditional Use approval to begin the permitting process with the City.

2. The mobile home shall be placed at least 50' away from the existing structure on the site and within the required setbacks for an R-5 zoning district.

The Chairman opened the public hearing.

The applicant, Ms. Christina Johnson, came forward to speak in favor of the request.

Calling for and hearing no other comments, the chairman closed the public hearing.

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Verdell, the motion to approve CU 19-06 was approved unanimously with the recommended conditions:

1. The applicant shall have six months from time of Conditional Use approval to begin the permitting process with the City.
2. The mobile home shall be placed at least 50' away from the existing structure on the site and within the required setbacks for an R-5 zoning district.

B. CONSIDERATION OF AA 19-02 REQUEST BY HENRY PILKINTON FOR AN APPEAL TO AN ADMINISTRATIVE DETERMINATION ON THE LEGAL NONCONFORMING STATUS OF THE STRUCTURE AT 805 UNIVERSITY DR. IN A T-5 ZONING DISTRICT WITH THE PROPERTY #101C-00-005.00.

Assistant City Planner Emily Corban introduced the request by Mr. Pilkinton, who is appealing an administrative determination of the Community Development Director regarding the legal nonconforming status of the structure at 805 University Dr. in a T-5 zoning district with the property #101C-00-005.00. The applicant initially spent \$9,823.95 modifying the shed structure, with \$7,859.16 being spent on the exterior of the building without proper building permits.

Planning staff had to determine whether or not the modification to the building violated the substantial modification standards for a non-conforming structure in a form-based district. Substantial modification is defined as an alteration to a building, excluding the interior, that is valued at more than 50% of the market value of the entire building. If an alteration to the building at 805 University Dr., excluding the interior, was made at more than 50% of the market value of the entire building, it would violate the threshold and be required to come into compliance with the provisions of the transect district.

The applicant was asked to present the market value of the structure in order to determine whether or not substantial modification had occurred. When the applicant provided the fair market value of the 144 square-foot shed structure being 15% (or \$60,000) of the entire property value (\$400,000). The Community Development Director

determined that the provided fair market value does not represent the market value of the structure itself, and concluded that the structure had been substantially modified and thus can no longer be declared a lawful nonconforming use. The Applicant is appealing the decision of Community Development Director to the Planning and Zoning Commission.

The applicant, Mr. Pilkinton, came forward to present his appeal. Mr. Pilkinton provided additional documentation at the meeting that included an appraisal of the property dated April 25, 2019 performed by J. Slade Kraker. The appraisal showed a market value of the structure to be \$41,000. The additional documents also included an updated renovation cost for the exterior provided by the general contractor Vic Pitts in the amount of \$5,040.33 dated May 9, 2019.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Camp, the motion to approve AA 19-02 was approved unanimously with the determination that the structure at 805 University Drive has not met the criteria to be considered a substantial modification and therefore remains a legal nonconforming structure. This determination was based on the information provided in the additional documentation submitted by Mr. Pilkinton.

PLANNER REPORT

Planning staff informed the commissioners that an update on the progress of the code rewrite will be presented at the Board of Aldermen work session on Friday May 17, 2019.

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on June 11, 2019, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Dumas, duly seconded by Commissioner Gregory, the motion to adjourn until 5:30 p.m. on June 11, 2019 in in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, 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: EX 19-03 Request for an exception for a monument sign to be placed at 607 University Drive in a T-5 zoning district with the parcel number 101D-00-019.00.
Date: June 11, 2019

The purpose of this report is to provide information regarding the request by St. Joseph's Catholic Church for an exception for a monument sign to be placed at 607 University Drive in a T-5 zoning district with the parcel number 101D-00-019.00. Please see attachments 1-3.

BACKGROUND INFORMATION:

The applicant is seeking an exception to replace a recently destroyed monument sign with a new monument sign. To place any site signage in a T-5 district, an Exception is required.

NOTIFICATION:

51 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 May 21, 2019 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls regarding this request.

CODE SECTION REQUESTING EXCEPTION FROM:

APPENDIX A – ZONING, ARTICLE VII. – DISTRICT REGULATIONS, Sec. T. – Transect districts - § 2 - GENERAL TO ALL TRANSECT DISTRICTS - 2.8 SIGNAGE

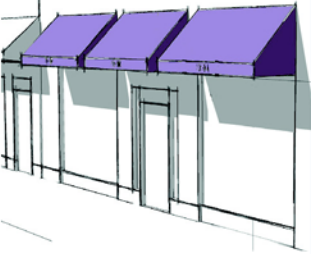
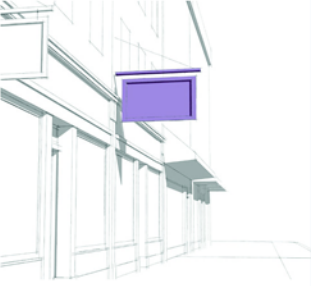
- (a) Signage shall be designed according to Table 8 and specific types permitted as indicated for each Sub-District.*
- (b) Address Signs shall be made easily visible through the use of colors or materials that contrast with their background and shall be attached to the Facade or Principal Entrance of the unit they identify. Address Signs may be attached to a mailbox by Exception.*
- (c) Awning Signage shall be limited to no more than seventy percent (70%) of the Valance of the awning or the vertical portion of a dome awning. The height of the Valance shall not exceed twelve (12) inches. Awning Signs shall contain only the business name, logo, and/or street address.*
- (d) One (1) Band Sign limited to 90% of the width of the building Facade shall be permitted for each building with a Commercial Use. Information shall consist only of the name and/or logo of the business.*
- (e) Blade Signs shall be permitted only for businesses that have a Principal Entrance on the first Story.*

- (f) *One (1) Blade Sign shall be permitted for each business if the Facade is no more than five (5) feet from the Principal Frontage Line. Blade Signs may encroach into the Public Frontage up to four (4) feet, shall clear the Sidewalk by at least eight (8) feet, and shall not encroach above the bottom of any second Story windows. Blade Signs shall be limited to the name and/or logo of the business.*
- (g) *Marquees shall be located only above the Principal Entrance of a building, shall provide a minimum clearance of ten (10) feet, and may Encroach the Public Frontage to within two (2) feet of the Curb. Message Boards shall be permitted as part of Marquees.*
- (h) *One (1) Nameplate per address limited to three (3) square feet and consisting of either a panel or individual letters applied to a building wall, may be attached to a building wall within ten (10) feet of a Principal Entrance.*
- (i) *Outdoor Display Cases shall not exceed six (6) square feet and may be internally illuminated.*
- (j) *One (1) freestanding, double-sided, temporary Sidewalk Sign may be placed within the Parking Strip of the Public Frontage for each business. Sidewalk Signs shall be removed at the close of business each day.*
- (k) *Window signs shall not interfere with the primary function of windows, which is to enable passersby and public safety personnel to see through windows into premises and view product displays. Window signs may list services and/or products sold on the premises, or provide phone numbers, operating hours or other messages.*
- (l) *Decorative Lighting shall be prohibited in all Transect Districts*

APPENDIX A – ZONING, ARTICLE VII. – DISTRICT REGULATIONS, Sec. T. – Transect districts - § 4 - SPECIFIC TO T5 DISTRICTS - 7.7 SIGNAGE

- (a) *Address, Awning, Band, Blade, Marquee, Nameplate, Outdoor Display Case, Sidewalk, and Window Signs shall be permitted.*
- (b) *Permitted signage types shall conform to the specifications of Table 8.*
- (c) *Illuminated signage shall be externally illuminated only, except signage within a Shopfront window may be neon lit.*

TABLE 8. SIGN STANDARDS

	T4	T5	T6	SPECIFICATIONS
Address Sign 	■	■	■	Quantity 1 per address Area 2 sf max Width 24 in max Height 12 in max Depth / Projection 3 in max Clearance 4.5 ft min Apex N/A Letter Height 6 in max
Awning and Sign 	■	■	■	Quantity 1 per window Area N/A Width width of Awning Height N/A Depth / Projection 4 ft min Clearance 8 ft max Apex N/A Letter Height 5 in min, 10 in max
Band Sign 	□	■	■	Quantity 1, 2 for corner building Area 1.5 sq ft per linear ft of Facade Width 90% of width of Facade max Height 3 ft max Depth / Projection 7 in max Clearance 7 ft max Apex N/A Letter Height 18 in max
Blade Sign 	■	■	■	Quantity 1 per Facade, 2 max Area T3: 4 sq ft; T4 & T5: 6 sq ft Width 4 ft max Height 4 ft max Depth / Projection 4 ft max Clearance 8 ft min Apex N/A Letter Height 8 in max
Marquee and Sign 	■	■	■	Quantity 1 per business Area N/A Width width of entrance plus 4' o.c. Height 50% Story height max Depth / Projection 4 ft min, 10 ft max Clearance N/A Apex N/A Letter Height 3 ft min

- By Right
- By Exception

TABLE 8. SIGN STANDARDS (continued)

	T4	T5	T6	SPECIFICATIONS
Nameplate Sign 	■	■	■	Quantity 1 Area 3 sf max Width 18 in max Height 2 ft max Depth / Projection 3 in max Clearance 4 ft max Apex 7 ft max Letter Height N/A
Outdoor Display Case 	■	■	■	Quantity 1 Area 8 sf max Width 3.5 ft max Height 3.5 ft max Depth / Projection 5 in max Clearance 4 ft max Apex N/A Letter Height N/A
Sidewalk Sign 	■	■	■	Quantity 1 per business Area 8 sf max Width 26 in max Height 42 in max Depth / Projection N/A Clearance N/A Apex 42 in max Letter Height N/A
Window Sign 	■	■	■	Quantity 1 per window Area 25% of glass max Width varies Height varies Depth / Projection N/A Clearance 4 ft Apex N/A Letter Height 8 in max

- By Right
- By Exception

EXCEPTION REQUEST REQUIREMENTS:

APPENDIX A – ZONING, ARTICLE VII. – DISTRICT REGULATIONS, Sec. T. – Transect districts

1.5 EXCEPTION AND VARIANCE

(a) *There are two types of permitted deviations from the requirements of this Section:*

i. Exception

- a. Requests for Exception shall only be permitted as specifically indicated in this Section.*
- b. To apply for an Exception, the applicant shall provide the following:*
 - i. The specific Exception(s) requested including citation from this Section and why the Exception is being sought.*
 - ii. Maps, text, drawings and/or statistical data related to the requested Exception(s).*
- c. No Exception shall be approved unless the Planning and Zoning Commission finds the approval would:*
 - i. Be consistent with § 1.2 Intent and 1.3 Transect Districts of this Section,*
 - ii. and be consistent with the goals, objectives and policies of the City of Starkville's Comprehensive Plan.*
- d. Any decision regarding an approval or denial of an Exception shall state, in writing, the reasons for the approval or denial.*
- e. If the Planning and Zoning Commission denies any requested Exception, the applicant may appeal the decision to the Mayor and Board of Aldermen. The Mayor and Board of Aldermen shall review the application de novo.*

ii. Dimensional Variance

- a. A Dimensional Variance shall be processed pursuant to Chapter 2 - Administration, Article VI - Board of Adjustments & Appeals, Section 2 - 176 Variances and the Board of Adjustments & Appeals of the City of Starkville's Code of Ordinances.*

(b) *Exceptions shall be advertised and noticed in the same fashion as conditional uses in the City's Code of Ordinances in accordance with Appendix A, Article VI, Section 1.*

APPENDIX A – ZONING, ARTICLE VII. – DISTRICT REGULATIONS, Sec. T. – Transect districts

1.2 INTENT

- (a) *Regulations on buildings equitably balance the rights of individual property owners and the interests of the community as a whole.*
- (b) *Infrastructure, landscape and buildings shape the public realm, the spatial definition of which can be understood as a continuum from weak to strong.*

- (c) *Transect Districts organize the individual characteristics of infrastructure, landscape and buildings into distinct physical environments, with the overall character of each differing from one another.*
- (d) *Distinct physical environments provide a choice in living arrangement for citizens with differing physical, social, and emotional needs.*
- (e) *Mixed Uses within Transect Districts and individual buildings provides access to daily needs within close proximity to dwellings so that residents may choose to work, recreate, and shop within walking distance to their home.*

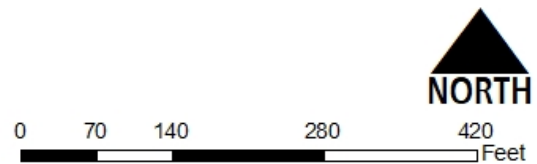
1.3 TRANSECT DISTRICTS

- (a) *The following Transect Districts are established under the provisions of this Section and are illustrated on Table 1:*
 - i) *T1 District - Reserved for Future*
 - ii) *T2 District - Reserved for Future*
 - iii) *T3 District - Reserved for Future*
 - iv) *T4 District*
 - v) *T5 District*
 - vi) *T6 District*
 - vii) *Civic District*
- (b) *The T1 District consists of land approximating a wilderness condition, including land unsuitable for development due to topography, hydrology, or vegetation.*
- (c) *The T2 District consists of sparsely settled lands in open or cultivated states with little spatial definition, if any.*
- (d) *The T3 District consists of lightly settled lands and is primarily residential in character, where deep setbacks and limited Lot coverage creates only a minimal level of spatial definition of outdoor spaces.*
- (e) *The T4 District consists of moderately settled lands, is primarily residential in character, but permits an appropriate level of Mixed Use. Moderate setbacks and Lot coverage by buildings creates an increased sense of spatial definition.*
- (f) *The T5 District consists of heavily settled lands and is primarily Mixed-Use in character. Shallow setbacks, high Lot coverage, and multi-level buildings creates strong spatial definition of outdoor spaces.*
- (g) *The T6 District consists of the most intensely settled lands and is mixed-use in character. Multi-storied buildings positioned at the front Lot Line, no Setbacks, and maximum Lot coverage by buildings creates the strongest definition of outdoor space of all Districts.*
- (h) *The Civic District consists of open spaces and public buildings dedicated to arts, culture, education, recreation, local government, and/or municipal parking Uses that serve as necessary components of any community.*

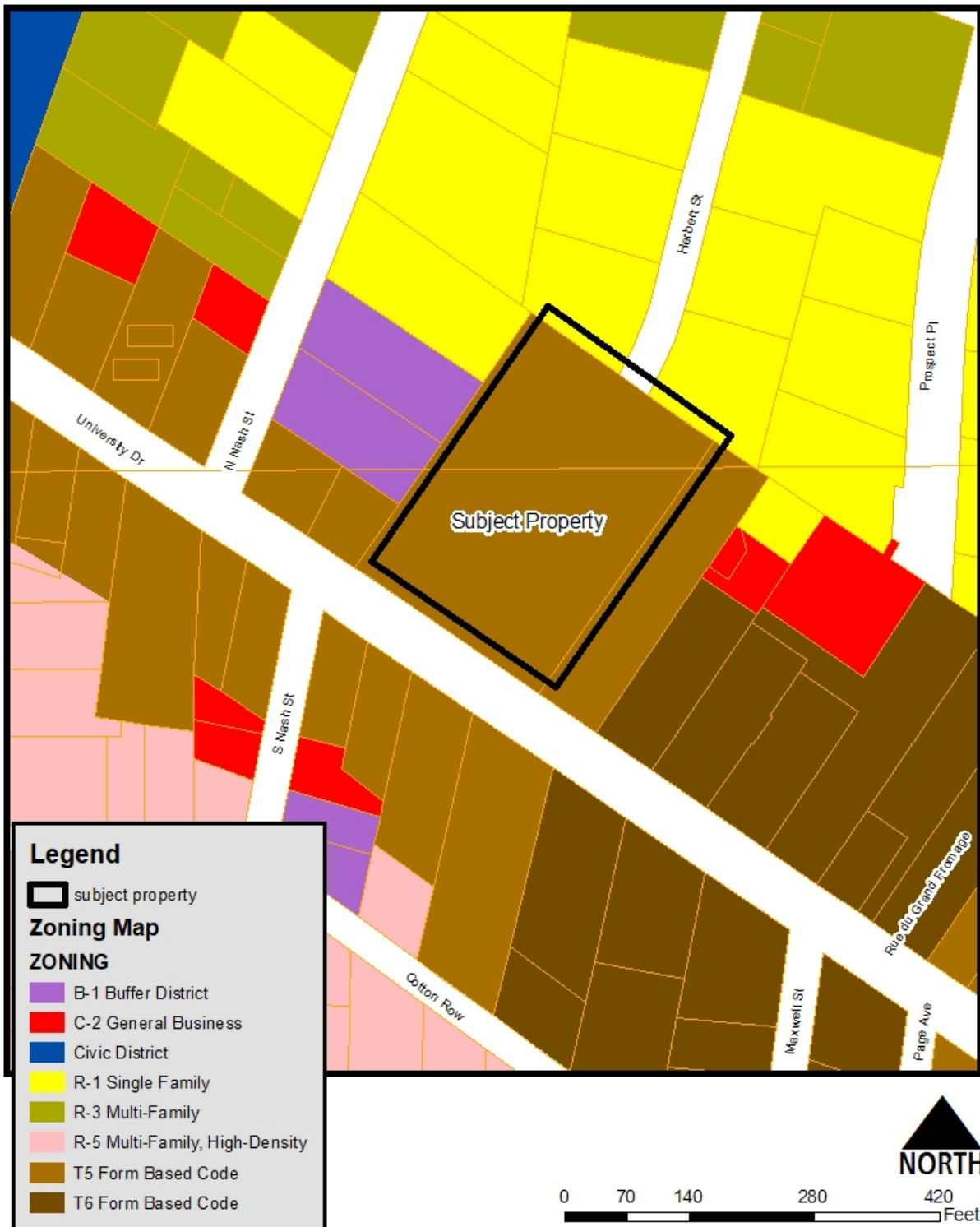
CONSISTENCY WITH COMPREHENSIVE PLAN:

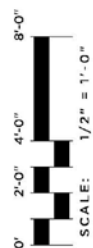
The 2016 Comprehensive Plan does not address signage specifically in the placetype designation of this property. The placetype is Urban Corridor. This sign type has not been allowed since the rezoning of the property to T-5 District in 2012.

Attachment 1
EX 19-03 Aerial



Attachment 2
EX 19-03 Zoning







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 19-04 Request for Preliminary Plat approval for a two-lot subdivision located approximately 1700' west of the intersection of Lynn Lane and South Montgomery on the northside of Lynn Lane in a C-2 zoning district with the parcel number 2011-00-013.00
Date: June 11, 2019

The purpose of this report is to provide information regarding the request by Jason Pepper on behalf of 4J/I LP for Preliminary Plat approval for subdividing a +-4.57-acre parcel into 2 lots. The proposed subdivision is named "REF Properties LLC". The proposed subdivision is located in a C-2 zone. The proposed subdivision is located approximately 1700' west of the intersection of Lynn Lane and South Montgomery on the northside of Lynn Lane. An ingress/egress easement is included on proposed Lot 2 to provide access to proposed Lot 1. The easement will allow for the entrance drive to both properties to be located in accordance with the City's access management policy. On April 4, 2019 the Board of Aldermen approved a variance from sidewalk requirements for both proposed Lot 1 and Lot 2. The sidewalks will be required once the properties are developed. On May 7, 2019 the Board of Aldermen approved a Conditional Use request to allow for residential dwelling units to be included as part of a mix use development for proposed Lot 1. Please see attachments 1-3.

Below is information pertaining to C-2 zone

Sec. L. - C-2 business (general business) zoning district regulations.

These [C-2 general business] districts are intended to be composed of the wide range of commercial goods and services to support community needs. Under special conditions some light industrial and distribution uses are also permitted. Usually located along arterial streets or near the intersection of two or more arterials, these districts are usually large and within convenient driving distance of the entire community. The district regulations provide for certain minimum yard and area standards to be met to assure adequate open space and compatibility with surrounding districts. [The following regulations apply in the C-2 districts:]

- 1. See chart for uses permitted.*
- 2. See chart for uses which may be permitted as an exception.*
- 3. Minimum lot size: It is the intent of this ordinance that lots of sufficient size be used for any business or service use and to provide adequate parking and loading space in addition to the space required for the other normal operations of the business or service.*
- 4. Minimum yard size: Front, 20 feet; rear, 20 feet; side, a total of 20 feet, but one side shall be sufficient in width to provide vehicular access to the rear. On any lot [in]*

which the side lot line adjoins a residential district, the side yard on that side shall not be less than required by the residential district.

5. *Maximum height of building or structures: 45 feet.*
6. *Off-street parking: One space for each 200 square feet of retail or office building area. See article VIII of this ordinance for requirements for other uses.*
7. *Off-street loading and unloading: The required rear or side yard may be used for loading and unloading.*
8. *All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.*
 - a) *The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual façade.*
 - b) *The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, non-architectural steel panels (R Panels), and EIFS (exterior insulation and finish systems). EIFS is permitted to be used for trim and architectural accents.*
 - c) *The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.*
9. *All parking lots adjacent to public right-of-way shall be paved either entirely or with a combination of the following: asphalt, concrete, porous pavement, concrete pavers, or brick pavers. Gravel can be used temporarily as a parking surface for a period on no longer than 12 months upon the approval of the community development director. All temporary gravel lots must provide ADA accessible parking and access ways in accordance with the ADA guidelines.*
10. *All retaining walls visible from public rights-of-way or adjacent property zoned residential shall meet these requirements:*
 - a) *Concrete retaining walls shall be finished with an approved stamped concrete pattern, brick, natural stone, artificial stone, or stucco. All retaining walls six feet tall or less shall have a coping or cap on the top of the wall.*
 - b) *Concrete masonry unit retaining walls shall be finished with brick, natural stone, artificial stone, or stucco and shall have a coping or cap on the top edge of the wall.*
 - c) *Segmented retaining walls shall be tinted with subtle, neutral or earth tone colors that fit in the context of the surrounding property.*
 - d) *No wooden retaining walls shall be permitted.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 4.57 acres with a total of 2 lots.

Easements and Dedications

All easements are provided on the Preliminary Plat. No roadway dedications are shown on the plat. The Applicant shall meet the requirements of the electrical service provider, Starkville Utilities. The Applicant shall meet the requirements of the potable water and sanitary sewer utility services provider. A private easement for ingress/egress has been provided on the preliminary plat to allow for driveway alignment with the existing driveway south of Lynn Lane. A utility easement has been provided on the Lot 1 to allow for sewer service to Lot 2.

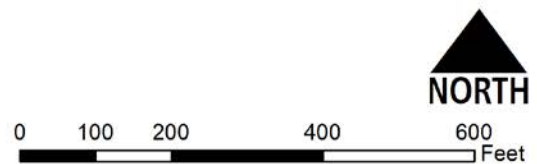
Findings and Comments

The preliminary 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. To the best of Staff's knowledge, this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties. Sewer service will need to be provided to both Lot 1 and Lot 2.

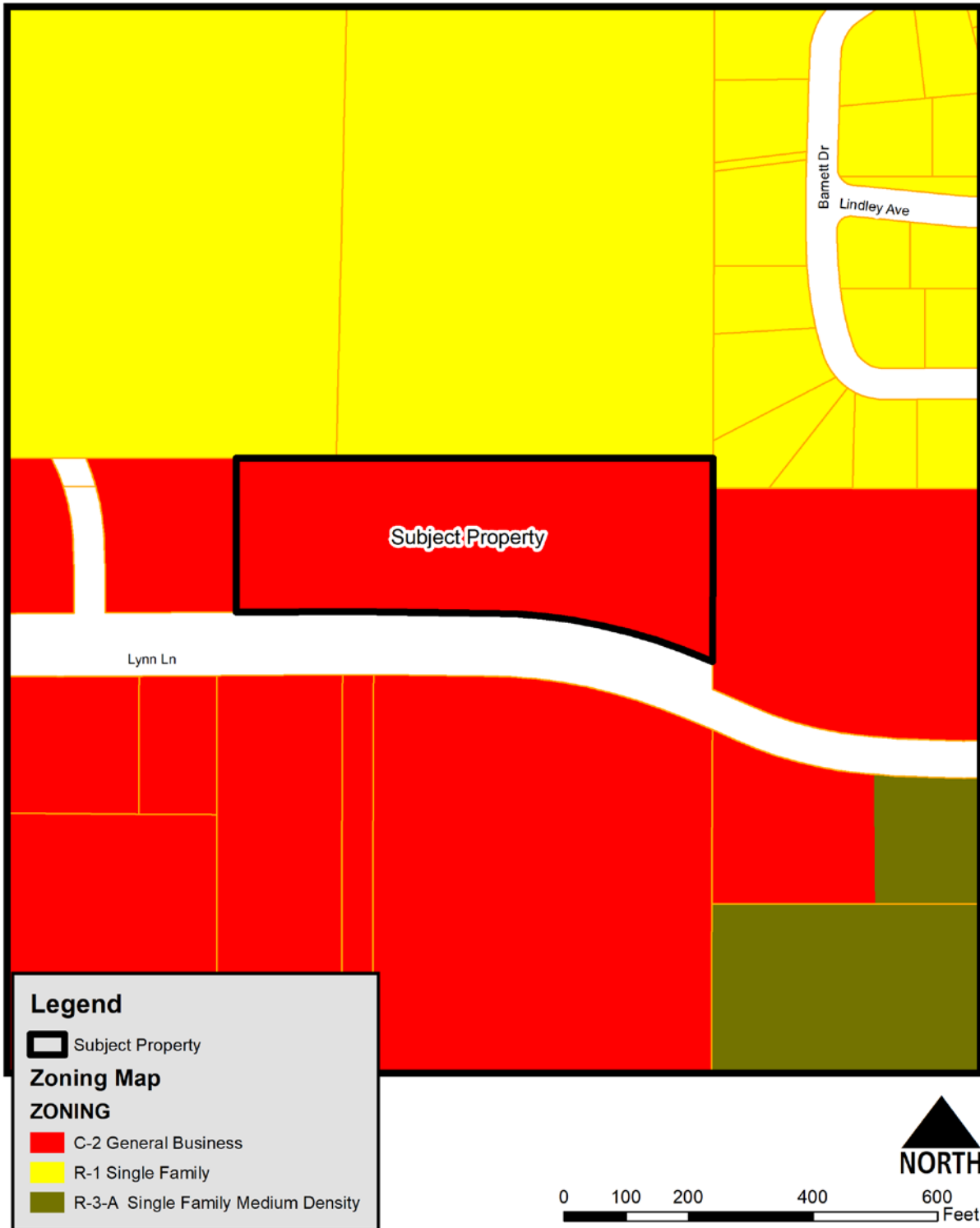
REQUESTED CONDITIONS:

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 C-2 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. 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.

Attachment 1
PP 19-04 Aerial



Attachment 2
PP 19-04 Zoning



[illegible]



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
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Subject: FP 19-03 Request for Final Plat approval for a two-lot subdivision located approximately 1700' west of the intersection of Lynn Lane and South Montgomery on the northside of Lynn Lane in a C-2 zoning district with the parcel number 2011-00-013.00
Date: June 11, 2019

The purpose of this report is to provide information regarding the request by Jason Pepper on behalf of 4J/I LP for Final Plat approval a +-4.57-acre parcel into 2 lots. The proposed subdivision is named "REF Properties LLC". The proposed subdivision is located in a C-2 zone. The proposed subdivision is located approximately 1700' west of the intersection of Lynn Lane and South Montgomery on the northside of Lynn Lane. An ingress/egress easement is included on proposed Lot 2 to provide access to proposed Lot 1. The easement will allow for the entrance drive to both properties to be located in accordance with the City's access management policy. On April 4, 2019 the Board of Aldermen approved a variance from sidewalk requirements for both proposed Lot 1 and Lot 2. The sidewalks will be required once the properties are developed. On May 7, 2019 the Board of Aldermen approved a Conditional Use request to allow for residential dwelling units to be included as part of a mix use development for proposed Lot 1. Please see attachments 1-3.

Below is information pertaining to C-2 zone

Sec. L. - C-2 business (general business) zoning district regulations.

These [C-2 general business] districts are intended to be composed of the wide range of commercial goods and services to support community needs. Under special conditions some light industrial and distribution uses are also permitted. Usually located along arterial streets or near the intersection of two or more arterials, these districts are usually large and within convenient driving distance of the entire community. The district regulations provide for certain minimum yard and area standards to be met to assure adequate open space and compatibility with surrounding districts. [The following regulations apply in the C-2 districts:]

- 1. See chart for uses permitted.*
- 2. See chart for uses which may be permitted as an exception.*
- 3. Minimum lot size: It is the intent of this ordinance that lots of sufficient size be used for any business or service use and to provide adequate parking and loading space in addition to the space required for the other normal operations of the business or service.*
- 4. Minimum yard size: Front, 20 feet; rear, 20 feet; side, a total of 20 feet, but one side shall be sufficient in width to provide vehicular access to the rear. On any lot [in] which the side lot line adjoins a residential district, the side yard on that side shall not be less than required by the residential district.*

5. *Maximum height of building or structures: 45 feet.*
6. *Off-street parking: One space for each 200 square feet of retail or office building area. See article VIII of this ordinance for requirements for other uses.*
7. *Off-street loading and unloading: The required rear or side yard may be used for loading and unloading.*
8. *All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.*
 - a) *The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual façade.*
 - b) *The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, non-architectural steel panels (R Panels), and EIFS (exterior insulation and finish systems). EIFS is permitted to be used for trim and architectural accents.*
 - c) *The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.*
9. *All parking lots adjacent to public right-of-way shall be paved either entirely or with a combination of the following: asphalt, concrete, porous pavement, concrete pavers, or brick pavers. Gravel can be used temporarily as a parking surface for a period on no longer than 12 months upon the approval of the community development director. All temporary gravel lots must provide ADA accessible parking and access ways in accordance with the ADA guidelines.*
10. *All retaining walls visible from public rights-of-way or adjacent property zoned residential shall meet these requirements:*
 - a) *Concrete retaining walls shall be finished with an approved stamped concrete pattern, brick, natural stone, artificial stone, or stucco. All retaining walls six feet tall or less shall have a coping or cap on the top of the wall.*
 - b) *Concrete masonry unit retaining walls shall be finished with brick, natural stone, artificial stone, or stucco and shall have a coping or cap on the top edge of the wall.*
 - c) *Segmented retaining walls shall be tinted with subtle, neutral or earth tone colors that fit in the context of the surrounding property.*
 - d) *No wooden retaining walls shall be permitted.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 4.57 acres with a total of 2 lots.

Easements and Dedications

All easements are provided on the Final Plat. No roadway dedications are shown on the plat. The Applicant shall meet the requirements of the electrical service provider, Starkville Utilities. The Applicant shall meet the requirements of the potable water and sanitary sewer utility services provider. A private easement for ingress/egress has been provided on the preliminary plat to allow for driveway alignment with the existing driveway south of Lynn Lane. A utility easement has been provided on the Lot 1 to allow for sewer service to Lot 2.

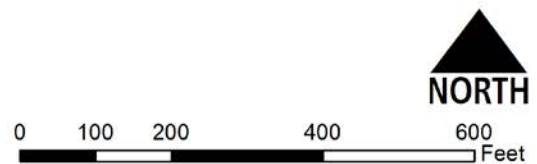
Findings and Comments

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. To the best of Staff's knowledge, this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties. Sewer service will need to be provided to both Lot 1 and Lot 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 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.
3. 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.
4. The required sewer services line will have to be constructed and accepted by the City or an acceptable form of financial surety provide for the installation of the sewer service prior to releasing the final plat to be recorded at the Office of the Oktibbeha County Chancery Clerk.

Attachment 1
FP 19-03 Aerial



Attachment 2
FP 19-03 Zoning

