MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI JUNE 11, 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 June 11, 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, Michael Brooks, Chairman, Ward 4, 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 Dr. Simon Kim, and City Attorney Chris Latimer.

Chairman Mike 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 June 11, 2019 as presented.

OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, JUNE 11, 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 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. PLANNER'S REPORT

IX. ADJOURN

After discussion and upon the motion of Commissioner Camp, duly seconded by Commissioner Dumas, the motion to approve the official agenda of the Planning and Zoning Commission for June 11, 2019 received unanimous approval.

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF MAY 14, 2019

After discussion and upon the motion of Commissioner Camp, duly seconded by Commissioner Gregory, the motion to approve the Minutes as amended of May 14, 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 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**

City Planner Daniel Havelin introduced the request by St. Joseph's Catholic Church for an exception to allow a monument sign to be placed at 607 University Drive in a T-5 District. 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.

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 sign was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls about the request.

The Chairman opened the public hearing.

Jeff Artigues, representing the applicant, 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 Camp, duly seconded by Commissioner Walker, the motion to approve EX 19-03 was approved.

B. **CONSIDERATION OF 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. **CONSIDERATION OF 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**

At the request of City Staff, the Commission allowed for both PP 19-04 and FP 19-03 to be presented at the same time with separate votes of each item.

City Planner Daniel Havelin made the Commission aware that the plans submitted in the Commissioner's packet incorrectly label both lots as Lot 2. This will need to be corrected before the plans are submitted to the Board of Aldermen. For the purpose of this discussion, Lot 1 will be the western lot and Lot 2 will be the eastern lot.

Assistant City Planner Emily Corban introduced the request by 4J/I LP for preliminary and final plat approval for a two lot subdivision. The proposed subdivision is named "REF Properties LLC". The subject property is located in a C-2 Zone on the north side of Lynn Lane approximately 1700' west of South Montgomery Street. There are several easements shown on the plat. One is an ingress/egress easement on Lot 2 to provide access to Lot 1. This was a requirement of DRC to align the future driveways with the existing driveway to Starkville Academy. The other is a utility easement on Lot 1 for sewer service to Lot 2.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Camp the motion to approve PP 19-03 was approved with the following recommended 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.
6. Change lot numbers to read correctly.

After discussion and upon the motion of Commissioner Walker, duly seconded by Commissioner Verdell, the motion to approve FP 19-03 was approved with the following recommended 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 provided 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.
5. Change lot numbers to read correctly.

PLANNER REPORT

City Staff recognized that this would be the last meeting of Commission Walker of Ward 4. Commissioner Walker was thanked for his service to the community and the City of Starkville.

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on July 9, 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 July 9, 2019 in in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

_____

Mike Brooks, Commission Chair

_____

Daniel Havelin, City Planner