



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, OCTOBER 8, 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 AUGUST 13, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. FP 19-08 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING 348.81 PARCEL INTO 6 LOTS FOR NORTHSTAR INDUSTRIAL PARK. THE PROPERTY IS LOCATED AT 1629 HWY 389 IN A M-1 ZONE WITH THE PARCEL NUMBER 115-21-007.01, 115-21-007.00, AND 115-21-010.02
 - B. FP 19-09 REQUEST FOR FINAL PLAT APPROVAL FOR PHASE I OF THE PORTICO SUBDIVISION ON THE NORTH SIDE OF GARRARD ROAD +/- 660' WEST OF OLD WEST POINT ROAD IN A R-3A ZONING DISTRICT WITH THE PARCEL NUMBER 117C-00-036.01
- VIII. PLANNER'S REPORT
 - A. PUBLIC HEARING FOR UNIFIED DEVELOPMENT CODE SCHEDULED FOR NOVEMBER 12, 2019
- IX. ADJOURN

**UNAPPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI AUGUST 13, 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 August 13, 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, Lee Harris, 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 August 13, 2019 as presented.

OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, AUGUST 13, 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 JULY 9, 2019
- VI. CITIZEN COMMENTS

VII. NEW BUSINESS

- A. CU 19-07 REQUEST FOR CONDITIONAL USE TO ALLOW FOR A RESIDENTIAL USE ON A C-2 COMMERCIAL ZONED PROPERTY LOCATED APPROXIMATELY 700' WEST OF THE INTERSECTION OF LYNN LANE AND SOUTH MONTGOMERY ON THE SOUTHSIDE OF LYNN LANE WITH THE PARCEL NUMBER 102I-00-002.01
- B. PP 19-06 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING +/- 0.43 ACRE PARCEL INTO 2 LOTS AT 507 WHITFIELD STREET IN A R-2 ZONING DISTRICT WITH THE PARCEL NUMBER 102B-00-150.00
- C. PP 19-07 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING +/- 0.39 ACRE PARCEL INTO 2 LOTS AT 401 SCALES STREET IN A R-2 ZONING DISTRICT WITH THE PARCEL NUMBER 102B-00-150.00
- D. PP 19-08 AND FP 19-07 REQUEST FOR PRELIMINARY AND FINAL PLAT APPROVAL FOR SUBDIVIDING A +/- 3.81 ACRE PARCEL INTO 2 LOTS AT 313 INDUSTRIAL PARK ROAD IN AN M-1 ZONING DISTRICT WITH THE PARCEL NUMBER 102N-00-004.00

VIII. PLANNER'S REPORT

IX. ADJOURN

After discussion and upon the motion of Commissioner Verdell, duly seconded by Commissioner Harris, the motion to approve the official agenda of the Planning and Zoning Commission for August 13, 2019 received unanimous approval.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
JULY 09, 2019**

After discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Dumas, the motion to approve the Minutes as amended of July 9, 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. CU 19-07 REQUEST FOR CONDITIONAL USE TO ALLOW FOR A RESIDENTIAL USE ON A C-2 COMMERCIAL ZONED PROPERTY LOCATED APPROXIMATELY 700' WEST OF THE INTERSECTION OF LYNN LANE AND SOUTH MONTGOMERY ON THE SOUTHSIDE OF LYNN LANE WITH THE PARCEL NUMBER 102I-00-002.01

City Planner Daniel Havelin introduced the request by Slade Kraker to allow for a residential use on a C-2 commercial zoned property directly to the west of Maison Deville. The applicant is proposing 8 single family style residential dwelling units. In order to construct a "dwelling single family detached", a Conditional Use is required per the City of Starkville's Permitted and Conditional Use Chart.

The applicant is proposing to construct a cottage court style development on the property. This style of development consists of multiple single-family homes constructed on one parcel. The homes would be platted as a condominium development to allow for each house to be under separate ownership. Common areas would be under the control of the condominium association.

19 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 July 17, 2019 and a sign was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received one phone calls regarding this request.

The Chairman opened the public hearing.

Slade Kraker, the applicant, and Jason Pepper came forward to speak in favor of the request.

George Barry came forward to express his concerns about the request.

Jay Logan came forward to express his concerns about the request.

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

Commissioner Dumas asked for assistance from the City Attorney in drafting a proposed condition to address some of the citizens' concerns. Attorney Latimer requested a 5-minute recess to draft up a condition.

After the five-minute recess, Chairman Brooks called the meeting back to session and the city attorney read the proposed condition:

The Development Review Committee shall examine the site plan to ensure proper use of mitigative techniques are used to eliminate adverse impacts to neighboring property owners as much as practically feasible.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Verdell, the motion to approve CU 19-07 was approved with the following recommended conditions:

1. The applicant shall have six months from time of Conditional Use approval to obtain site plan approval by the City's Development Review Committee.
2. The development shall be limited to a maximum of 8 single family dwelling units.
3. The Development Review Committee shall examine the site plan to ensure proper use of mitigative techniques are used to eliminate adverse impacts to neighboring property owners as much as practically feasible.

B. PP 19-03 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING A +/-20.75 PARCEL INTO 79 LOTS ON THE WEST SIDE OF SOUTH MONTGOMERY ST.+/-330FT SOUTH OF THE INTERSECTION WITH LYNN LANE DIRECTLY SOUTH OF THE MAISON DE VILLE SUBDIVISION IN A R-3A ZONING DISTRICT WITH THE PARCEL NUMBERS 102I-00-005.00, 102I-00-006.00 AND 102I-00-002.00.

City Planner Daniel Havelin introduced the request by Jason Pepper on behalf of Crabtree Properties for Preliminary Plat approval for subdividing a +/- 0.43-acre parcel into 2 lots. The proposed subdivision is named "507 Whitfield Street" and is located in an R-2 zoning district at 507 Whitfield Street. The plat proposal has been reviewed by the Development Review Committee and requested changes were made to the plat. The newly created lot (Lot 2) would be addressed and front McKee Street.

The subdivision has a gross acreage of +/- 0.43 acres with a total of 2 lots. The proposed development has a gross density of 4.65 units per acre. The applicant will submit infrastructure plans to the Development Review Committee upon approval of Preliminary Plat. All easements are provided on the Preliminary Plat. All proposed sidewalks are shown on the plat. There are 9 requested conditions.

After discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Dumas, the motion to approve PP 19-06 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 R-2 zoning district 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. Applicant shall prepare and submit infrastructure plans in accordance with Appendix B, Article III, Sections 3 & 4 of the City of Starkville's Code of Ordinances
6. When infrastructure plans have been approved for construction, a pre-construction conference shall be held with appropriate City staff prior to the commencement of any construction activities at the site.
7. All public utilities shall be in place and any non-conforming conditions noted during final inspection shall be corrected prior to placement on the Planning & Zoning Commission agenda.
8. When a final plat is submitted for review by the City's Development Review Committee, all required improvements must be complete and the applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed professional engineer, indicating that the improvements were installed under his/her responsible direction and that the improvements conform to the approved construction plans, specifications and the City's ordinances.
9. 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.

**C. PP 19-07 REQUEST FOR PRELIMINARY PLAT APPROVAL FOR
SUBDIVIDING +/- 0.39 ACRE PARCEL INTO 2 LOTS AT 401 SCALES STREET
IN A R-2 ZONING DISTRICT WITH THE PARCEL NUMBER 102B-00-150.00**

City Planner Daniel Havelin introduced the request by Jason Pepper on behalf of Crabtree Properties for Preliminary Plat approval for subdividing a +/- 0.39-acre parcel into 2 lots. The proposed subdivision is named "401 Scales Street" and is located in an R-2 zoning district at 401 Scales Street.

The plat proposal has been reviewed by the Development Review Committee and requested changes were made to the plat. The newly created lot (Lot 1) would be addressed and front Scales Street. The subdivision has a gross acreage of +/- 0.39 acres with a total of 2 lots. The proposed development has a gross density of 5.12 units per acre. The applicant will submit infrastructure plans to the Development Review Committee upon approval of Preliminary Plat. All easements are provided on the Preliminary Plat. All proposed sidewalks are shown on the plat. There are 9 recommended conditions.

After discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Dumas, the motion to approve PP 19-07 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 R-2 zoning district 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. Applicant shall prepare and submit infrastructure plans in accordance with Appendix B, Article III, Sections 3 & 4 of the City of Starkville's Code of Ordinances
6. When infrastructure plans have been approved for construction, a pre-construction conference shall be held with appropriate City staff prior to the commencement of any construction activities at the site.
7. All public utilities shall be in place and any non-conforming conditions noted during final inspection shall be corrected prior to placement on the Planning & Zoning Commission agenda.
8. When a final plat is submitted for review by the City's Development Review Committee, all required improvements must be complete and the applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed professional engineer, indicating that the improvements were installed under his/her responsible direction and that the improvements conform to the approved construction plans, specifications and the City's ordinances.
9. 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.

D. PP 19-08 AND FP 19-07 REQUEST FOR PRELIMINARY AND FINAL PLAT APPROVAL FOR SUBDIVIDING A +/- 3.81 ACRE PARCEL INTO 2 LOTS AT 313 INDUSTRIAL PARK ROAD IN AN M-1 ZONING DISTRICT WITH THE PARCEL NUMBER 102N-00-004.00

City Planner Daniel Havelin introduced the request by Willis Owens with Pritchard Engineering on behalf of Heritage Building Corp for Preliminary and Final Plat approval for subdividing a +/-3.81-acre parcel into 2 lots. The proposed subdivision is named "Ms Dept of Rehabilitation Services" and is located in a M-1 zoning district at 313 Industrial Park Road. Henry Minor, consultant landscape architect, came forward to represent the applicant and answer questions about the project. The subdivision has a gross acreage of +/- 3.81 acres with a total of 2 lots. There are 3 requested conditions.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Smith the motion to approve PP 19-08 was unanimously approved with the following three 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 copy 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.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Smith the motion to approve FP 19-07 was unanimously approved with the following three 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 copy 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.

PLANNER REPORT

City Planner Daniel Havelin announced to the board that Commissioner Smith is resigning because he is moving to a different ward in the city. City Staff and the Commission thanked Commissioner Smith of Ward 2 for his service to the commission.

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on September 10, 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 September 10, 2019 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: FP 19-08 Request for Final Plat approval for subdividing 348.81 parcel into 6 lots for Northstar Industrial Park. The property is located at 1629 HWY 389 in a M-1 zone with the parcel number 115-21-007.01, 115-21-007.00, and 115-21-010.02
Date: October 8, 2019

The purpose of this report is to provide information regarding the request by Saunders Ramsey on behalf of OCEDA for Final Plat approval for subdividing a 348.81 parcel into 6 lots. The proposed subdivision is named "Northstar Industrial Park". The proposed subdivision is located in an M-1 zone. The property is located at 1629 HWY 389 with the parcel number 115-21-007.01, 115-21-007.00, and 115-21-010.02. The Board of Aldermen approved the preliminary plat and a variance request on December 19, 2017. Please see attachments 1-3.

Below is information pertaining to M-1 Manufacturing (light industry) zoning district regulations

Sec. N. - M-1 manufacturing (light industry) zoning district regulations.

These [M-1 industrial] districts are intended to be composed of land and structures suitable for light manufacturing, wholesaling and/or distribution, along with similar services industries. The district regulations are designed to allow a wide range of industrial activities subject to yard, area, and other limitations designed to protect other more restrictive nearby districts. [The following regulations apply to the M-1 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 enterprise.*
- 4. Minimum yard size: Front yard, 30 feet, except where existing establishments, other than residential, are set back, any new structures shall be set back not less than the average of the setbacks of the existing establishments within 100 feet on each side thereof. Side yards: 20 feet, excepting a lot adjoining its side lot lines to another lot which is in a residential zoning district, in which case there shall be a side yard of not less than 30 feet wide. Rear yard: 15 feet.*
- 5. Maximum height of buildings or structures: 60 feet (see article VI, section G, for exceptions).*
- 6. Off-street parking: Parking spaces shall be provided at the ratio of 0.75 space per worker, and one space for each company vehicle incidental to the operation of the industry or use. See article VIII for requirements for other uses.*

7. *Off-street loading and unloading: Adequate space shall be provided for loading and unloading all vehicles or trucks incidental to the operation of the industry or use inside the established building lines.*
8. *Screening of junkyards, open storage areas and certain industrial facilities: Visual screening of all junkyards and open storage areas, as set forth in the schedule of land use regulations, consisting of fencing, earthen berms, landscape materials or any combination thereof, with sufficient density and height to block the view of such facilities from all public roads, is required.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 348.81 acres with a total of 6 lots.

Easements and Dedications

All easements are provided on the final plat. All proposed roadway dedications are shown on the plat. The applicant shall contact the County for review and approval of the proposed road name. Electrical service is provided by 4 County. 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. 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 M-1 zoning dimensions.
3. All public utilities are currently in place and meet requirements as verified by the owner and engineer of record.
4. Erosion control vegetation shall be established on all disturbed areas.
5. 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.
6. The applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed design professional, guaranteeing accuracy.
7. 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.
8. Upon acceptance of the Final Plat by the City of Starkville, the requirements of Chapter 98, Article IV, Section 98-83, Paving and Street Construction which requires the developer provide a bond and maintain the public roadways as part of the Subdivision until 85% of the lots have received a certificate of occupancy shall be waived. The City shall accept ownership and maintenance after the final plat is executed

Attachment 1 FP 19-08 Aerial



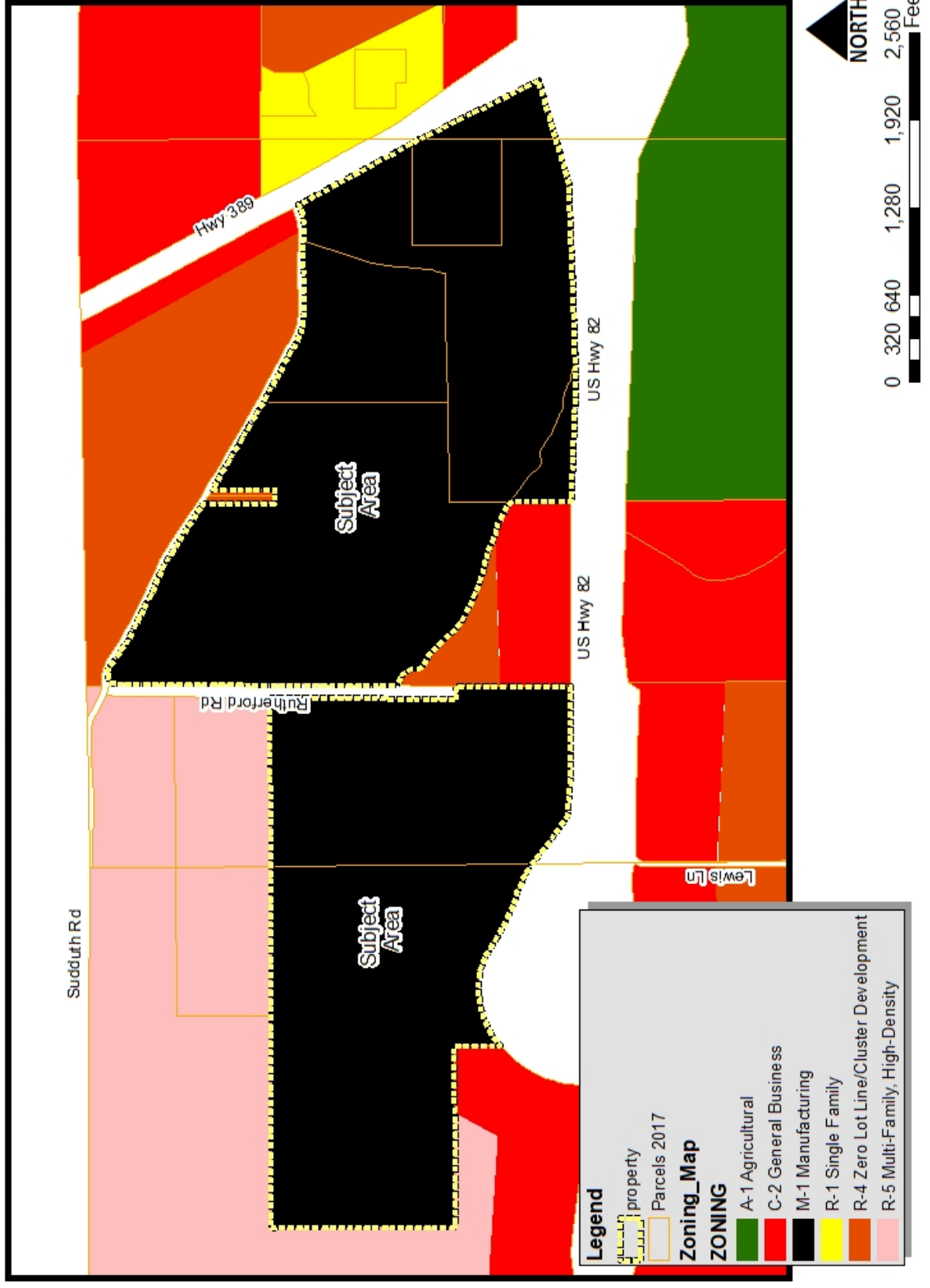
Legend

- property
- Parcels 2017

NORTH

0 320 640 1,280 1,920 2,560 Feet

Attachment 2 FP 19-08 Zoning



NORTHSTAR INDUSTRIAL PARK OCEDA

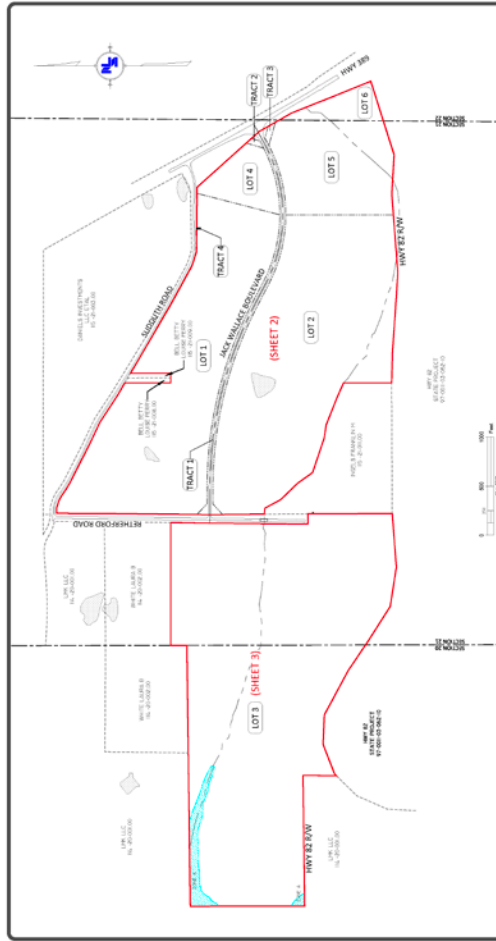
LYNN SPRUILL, PRESIDENT OCEDA l.spruill@cityofstarkville.org 662-323-3322
200 EAST MAIN STREET
STARKVILLE, MS 39759
FAX: 662-323-5815

(SHEET 1 OF 3)

CITY OF STARKVILLE, MISSISSIPPI

MAYOR
LYNN SPRUILL
ALDERMEN

WARD 1 BEN CARVER
WARD 2 SANDRA C. SISTRUNK
WARD 3 DAVID LITTLE
WARD 4 JACON WALKER
WARD 5 HARRY BEATTY
WARD 6 ROY A. PERKINS
WARD 7 HENRY N. VAUGHN, SR.



LATITUDE & LONGITUDE
LAT. = 33.58320
LONG. = -88.8320
(APPROX. CENTER OF PROJECT)

NOTE
● INDICATES APPROXIMATE LOCATION OF PROJECT

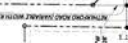
TRACTS	TRACT 1	TRACT 2	TRACT 3	TRACT 4	TRACT 5	TRACT 6
TOTAL ACRES	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL ACRES	6.00	6.00	6.00	6.00	6.00	6.00

- NOTES
1. SEE MAPS PAGE EAST ON PARCELS ADJACENT WITHIN
 2. ALL TRACTS ARE SUBJECT TO ALL APPLICABLE ZONING
 3. ALL TRACTS ARE SUBJECT TO ALL APPLICABLE SUBDIVISION
 4. ALL TRACTS ARE SUBJECT TO ALL APPLICABLE EASEMENTS
 5. ALL TRACTS ARE SUBJECT TO ALL APPLICABLE EASEMENTS



NEEL-SCHAFER
www.neel-schaffer.com
P.O. Box 1000
Starkville, MS 39759
PH: (662)268-7966 / FAX: (662)268-7961

row #	length	species
1	113.11	900.43 147.0
2	113.00	900.43 147.0
3	113.00	900.43 147.0
4	113.00	900.43 147.0
5	113.00	900.43 147.0
6	113.00	900.43 147.0
7	113.00	900.43 147.0
8	113.00	900.43 147.0
9	113.00	900.43 147.0
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97	113.00	900.43 147.0
98	113.00	900.43 147.0
99	113.00	900.43 147.0
100	113.00	900.43 147.0



1. **STATEMENT OF WORK/COMPONENTS**
The work to be performed under this contract shall consist of the following components:
1.1. **Design and Development**
1.1.1. **System Architecture**
1.1.1.1. Develop a detailed system architecture for the proposed system, including a block diagram and a description of the system components and their interconnections.
1.1.1.2. Develop a detailed design for the system components, including a description of the hardware and software components and their interconnections.
1.1.2. **Software Development**
1.1.2.1. Develop and test the software components of the system, including the development of the system software, the application software, and the user interface software.
1.1.2.2. Develop and test the hardware components of the system, including the development of the system hardware, the application hardware, and the user interface hardware.
1.1.3. **Integration and Testing**
1.1.3.1. Integrate the software and hardware components of the system and test the integrated system for functionality and performance.
1.1.3.2. Test the system for reliability and security, including the development of test plans and the execution of tests.
1.1.4. **Documentation**
1.1.4.1. Develop and maintain documentation for the system, including a system requirements document, a system architecture document, a software development plan, a test plan, and a user manual.
1.1.4.2. Develop and maintain documentation for the hardware, including a hardware requirements document, a hardware architecture document, a hardware development plan, a test plan, and a user manual.
1.2. **Implementation and Support**
1.2.1. **Installation**
1.2.1.1. Install the system on the target hardware and software environment.
1.2.1.2. Configure the system for operation and test the system for functionality and performance.
1.2.2. **Support**
1.2.2.1. Provide technical support for the system, including the development of support documentation and the execution of support activities.
1.2.2.2. Provide training for the users of the system, including the development of training materials and the execution of training activities.
1.2.3. **Maintenance**
1.2.3.1. Maintain the system and its components, including the development of maintenance plans and the execution of maintenance activities.
1.2.3.2. Update the system and its components as needed, including the development of update plans and the execution of update activities.

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For the current chapter and all other chapters, I would like to receive the following information: ☐ Yes ☐ No ☐ Not sure

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

DATE _____

1. ☐ **Yes** (Please specify) _____
 2. ☐ **No** (Please specify) _____
 3. ☐ **Not sure** (Please specify) _____

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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 19-09 Request for Final Plat approval for phase I of the Portico Subdivision on the north side of Garrard Road +/- 660' west of Old West Point Road in a R-3A zoning district with the parcel number 117C-00-036.01
Date: October 8, 2019

The purpose of this report is to provide information regarding the request by Crosstown Builders for Final Plat approval for phase 1 of the Portico Subdivision. The proposed subdivision is named "Portico". Phase I consist of 18 lots. The entire proposed subdivision consists of 51 lots. The proposed subdivision is located on the north side of Garrard Road +/- 660' west of Old West Point Road. On March 15, 2018 the Board of Aldermen rezoned the property to R-3A from R-1. There were three conditions placed on the rezoning. Condition 1: No individual driveway curb cuts allowed on Garrard Road. Condition 2: Landscape Buffer, with dimensions stated in the City Ordinance, will be required along the northern property line. Condition 3: Six-foot solid fence along northern property line adjacent to Southern Crossway property (Parcel #117-26-001.02). On September 18, 2018, the Board of Aldermen approved the preliminary plat for the entire subdivision. On November 20, 2018, the Board of Aldermen approved a variance from front setback requirements for the entire subdivision. Please see attachments 1-4.

Below is information pertaining to R-3A Zoning District

Sec. R. - R-3A single-family, medium-density.

- A. Intent. These districts are intended to be composed of single-family dwellings. Appropriate neighborhood supporting facilities are provided for and the district's open residential character is protected by requiring minimum yard and area standards. R-3A zoning districts shall be more restrictive than the R-3 (multi-family) district but less restrictive than the R-1 (single-family) district.*
- B. Required lot area and width, yards, building areas and height for single-family dwellings:*
- Front setback: 25 feet*
 - Side setback: 5 feet*
 - Rear setback: 20 feet*
 - Minimum lot area: 5,000 square feet*
 - Minimum width at building line: 50 feet*
 - Maximum building height: 45 feet*

- C. *Off-street parking. A minimum of three off-street parking spaces shall be provided for each dwelling unit.*
- D. *Permitted and conditional uses shall be as follows:*
1. *The following uses are permitted by right in the R-3A zoning district:*
 - a. *Single-family dwelling.*
 - b. *Garden.*
 - c. *Home occupation.*
 2. *The following uses are allowed by conditional use in the R-3A zoning district:*
 - a. *Church or place of worship.*
 - b. *Golf course, not including commercial driving ranges; need not be enclosed within structure.*
 - c. *Public utilities.*
 - d. *Recreational facilities.*
- E. *Comprehensive plan. The R-3A zoning district shall be considered a medium density residential land use classification allowing a maximum gross density of eight dwelling units per acre, as allowed per Table 32 of the city's comprehensive plan.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/-11.04 acres with a total of 51 lots. Phase I consist of 18 lots with a total gross acreage of +/-4.61 acres. The entire proposed development has a gross density of +/-4.62 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.

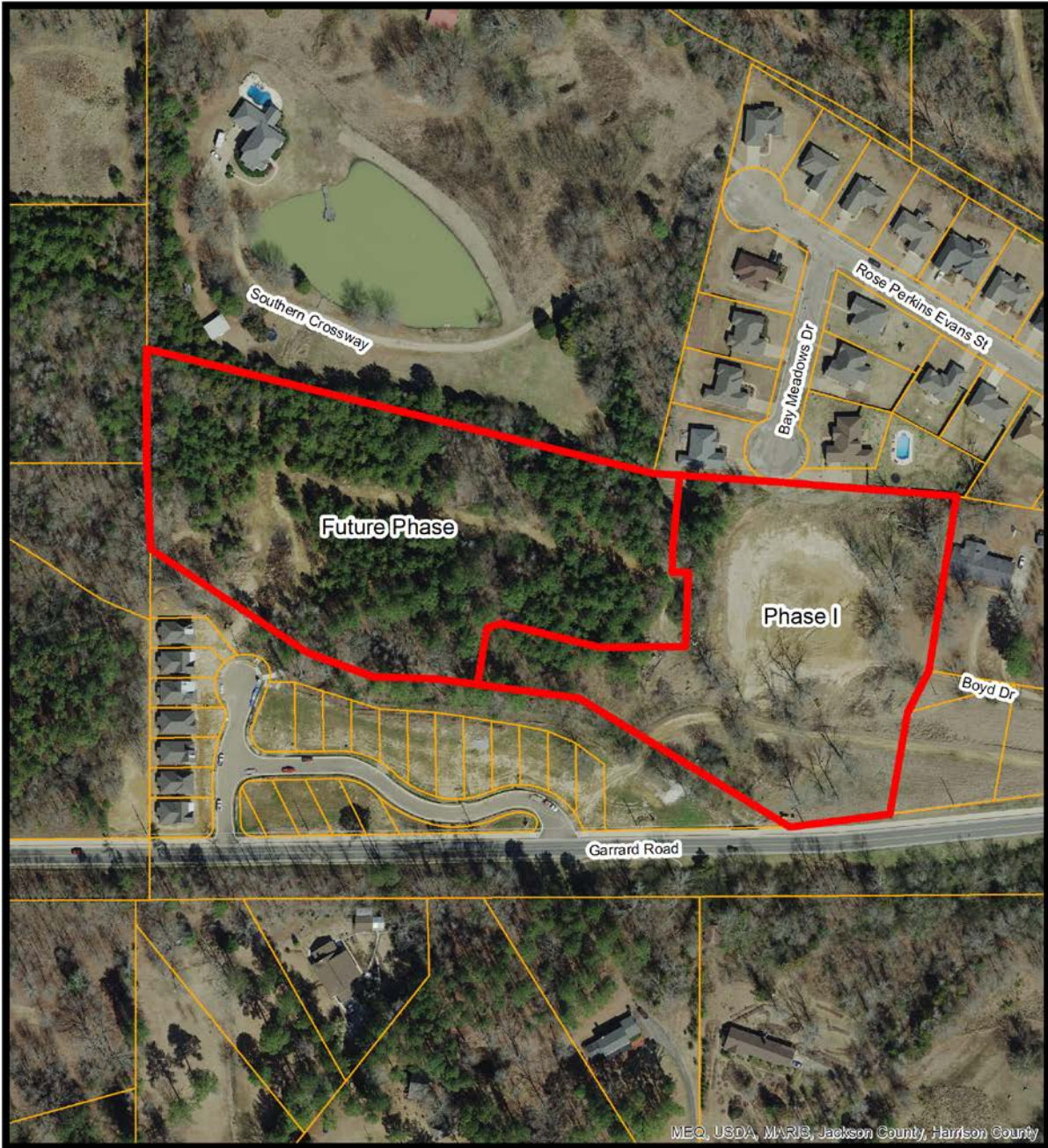
Findings and Comments

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. This subdivision is not part of any previously platted subdivision, therefore no adversely effected parties.

REQUESTED CONDITIONS:

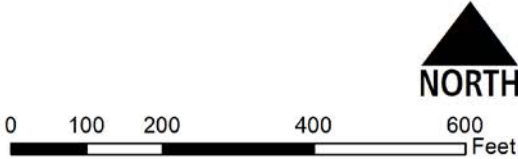
1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-3A zoning dimensions.
3. All public utilities are currently in place and meet requirements as verified by the owner and engineer of record.
4. Erosion control vegetation shall be established on all disturbed areas.
5. Sidewalk construction shall conform to the City's Sidewalk Ordinance and ADA standards.
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 bond or surety in the amount of 150% of the current cost of the proposed sidewalk and any other infrastructure improvements shall be provided prior to 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 on 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, sidewalks, 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.

Attachment 1
FP 19-09 Aerial

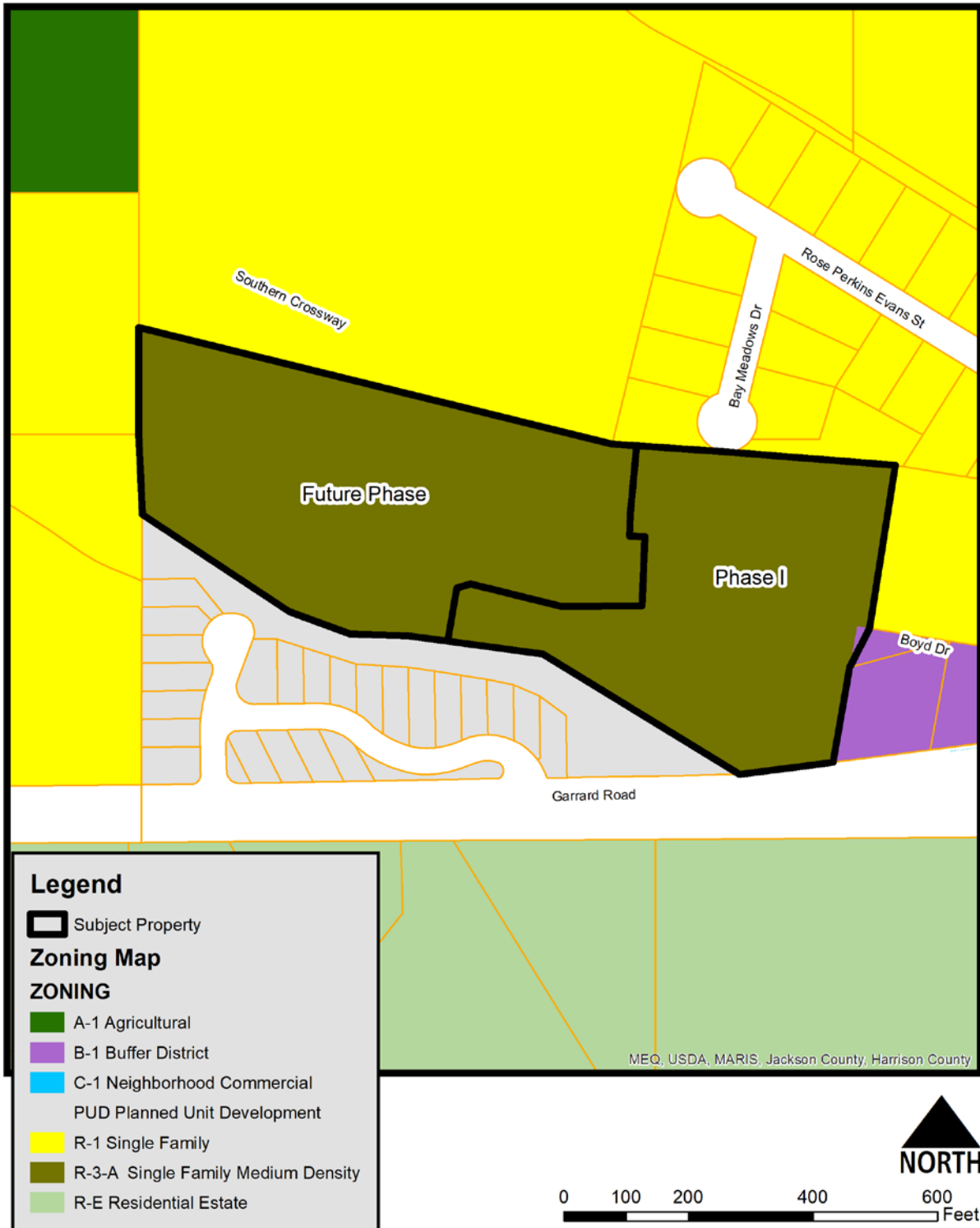


Legend

 Subject Property



Attachment 2
FP 19-09 Zoning



A

GRAPHIC SCALE

(IN FEET)

1 inch = 60 ft.

