

**MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI OCTOBER 8, 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 October 8, 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, Lee Harris, Ward 3, Michael Brooks, Chairman, Ward 4, and Alexis Gregory, Ward 5. Absent from the meeting were Jeremiah Dumas, Ward 6, and Tommy Verdell Jr., Ward 7. Attending the Commissioners were City Planner Daniel Havelin, 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 October 8, 2019 as presented.

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. CALL FOR PUBLIC HEARING FOR UNIFIED DEVELOPMENT CODE SCHEDULED FOR NOVEMBER 12, 2019

IX. 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 October 8, 2019 received unanimous approval.

**CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF
AUGUST 13, 2019**

The minutes were tabled to give staff time to make corrections.

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. 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**

City Planner Daniel Havelin introduced the request for Final Plat by OCEDA for the Northstar Industrial Park. The subdivision consists of approximately 348.81 acres that will be subdivided into 6 lots. The property is located in an M-1 zone.

All easements and dedications are shown on the plat. The road name has been preliminarily approved for use. Electrical service is provided by 4 County Electric. Water and Sewer service is provided by the City of Starkville.

Saunders Ramsey 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 Harris, duly seconded by Commissioner Camp, the motion to approve FP 19-08 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 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

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

City Planner Daniel Havelin introduced the request for Final Plat by Crosstown Builders for the "Portico, Phase 1". This request is for Phase I of the subdivision which consists of 18 lots. The property is located in an R-3a zone.

The entire subdivision consists of approximately 11.04 acres with a proposed 51 lots. Phase I is approximately 4.61 acres with 18 lots. The development as a whole has a gross density of 4.62 units per acre. All easements and dedications are shown on the plat. The road name has been preliminarily approved for use. Electrical, Water, and Sewer service is provided by the City of Starkville.

Trey Poe came forward to speak in favor of the request.

After discussion and upon the motion of Commissioner Camp, duly seconded by Commissioner Harris, the motion to approve FP 19-09 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 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.
15. The lot size of each lot shall be shown on the final plat.

PLANNER'S REPORT

Video- check what was said.

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on November 12, 2019, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Gregory, duly seconded by Commissioner Camp, the motion to adjourn until 5:30 p.m. on November 12, 2019 in in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

Mike Brooks, Commission Chair

Daniel Havelin, City Planner