MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI OCTOBER 13, 2020

Be it remembered that the members of the Planning and Zoning Commission of the City of Starkville held their regularly scheduled meeting on October 13, 2020 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

There being physically present were Kim Moreland, Ward 1 and Michael Brooks, Chairman, Ward 4. Joining the meeting via the Google Meets virtual meeting platform were Vicki West, Ward 2, Kelly Prather, Ward 3, Alexis Gregory, Ward 5, and Jeremiah Dumas, Ward 6. Absent from the meeting was Tommy Verdell Jr., Ward 7. Physically present attending the Commissioners were City Planner Daniel Havelin and Assistant City Planner Emily Corban. Attending the meeting via Google Meets virtual meeting platform was City Attorney Chris Latimer and Community Development Director Dr. Simon Kim.

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 Official Agenda of the Planning and Zoning Commission of October 13, 2020 as presented.

OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, October 13, 2020
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 SEPTEMBER 8, 2020
VI. CITIZEN COMMENTS
VII. NEW BUSINESS

A. SE 20-18 REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR AN ACCESSORY DWELLING UNIT TO BE CONSTRUCTED AT A RESIDENCE AT 209 WINTERSET DRIVE IN A SD-2 ZONE WITH THE PARCEL NUMBER 102O-00-065.00.

B. FP 20-06 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING 16.91 ACRE LOT INTO 40 LOTS AT THE NORTHEAST CORNER OF THE INTERSECTION OF REED ROAD AND WESTSIDE DRIVE IN A TN-N ZONING DISTRICT WITH THE PARCEL NUMBER 118K-00-035.00

C. DISCUSSION REGARDING THE HIGH-VOLTAGE TVA LINE ALONG SAND ROAD

VIII. PLANNERS REPORT

IX. ADJOURN

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Moreland, the motion to approve the official agenda of the Planning and Zoning Commission for October 13, 2020 received unanimous approval.

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 08, 2020

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Moreland, the motion to approve the minutes as amended of the Planning and Zoning Commission for September 08, 2020 received unanimous approval.

CITIZEN COMMENTS

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

NEW BUSINESS

A. SE 20-18 REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR AN ACCESSORY DWELLING UNIT TO BE CONSTRUCTED AT A RESIDENCE AT 209 WINTERSET DRIVE IN A SD-2 ZONE WITH THE PARCEL NUMBER 102O-00-065.00.

City Planner Daniel Havelin presented the Special Exception request by Mark and Nicole Welch to allow for the construction of a "Dwelling, Accessory Unit" at their residence at 209 Winterset Drive in an SD-2 zone. The Use Chart requires a Special Exception for "Dwelling, Accessory Unit" in a SD-2 zoning district. The proposed accessory dwelling unit is located in the rear yard and meets all setback requirements. The accessory dwelling unit is adjacent to the common area for "Carpenter Place" subdivision to the north.

Section 3.4.1 list 8 criteria for Special Exception approval. Section 13.3.4 of Unified Development Code also requires that the Special Exception meet the additional standards for that use. Section 13.5.2.D of UDC list 8 additional standards. The design of the accessory dwelling unit is compatible with the principle dwelling and meets all additional standards requirements

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code. 15 property owners of record within 160 feet of the subject property were notified directly by mail of the request. A legal ad was published in the Starkville Daily News on September 18,2020. A sign was posted on the property in a conspicuous location. As of this date, the Planning Office has received two emails in support of approving the request.

In the opinion of the Planning Department the proposed use associated with the Special Exception request does meet the criteria for special exception review and approval.

Chairman Brooks opened the public hearing to citizen comments.

The applicants, Mark and Nicole Welch, came forward to speak in favor of the request.

Calling for and receiving no additional comments, Chairman Brooks closed the public hearing and opened the item up for discussion.

After discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Moreland, the motion to approve SE 20-18 received unanimous approval.

B. FP 20-06 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING 16.91 ACRE LOT INTO 40 LOTS AT THE NORTHEAST CORNER OF THE INTERSECTION OF REED ROAD AND WESTSIDE DRIVE IN A TN-N ZONING DISTRICT WITH THE PARCEL NUMBER 118K-00-035.00

City Planner Daniel Havelin presented the Final Plat request by Jay Bryan of McCarty Architects on behalf of Stewart Rutledge for the "Clark Grove" subdivision.

The proposed development is located in a TN-N zoning and contains 43 lots. 36 of the lots are single detached residential lots. The remain 7 lots will contain the community green space, club house, and recreation areas. All easements and dedications are provided on the final plat. The roadways will be dedicated to the City once inspected by City Staff and Approved by the Board of Aldermen. Golden Triangle Planning and Development has reviewed proposed road name and has no issues. Electrical, water, and sanitary service will be provided by Starkville Utilities. The applicant has indicated that this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties. The applicant has requested to provide a

surety for all remaining required infrastructure improvements as shown on the approved infrastructure plan.

In the opinion of the Planning Department the proposed Final Plat request could meet the criteria for final plat review and approval. City Staff is recommending 6 conditions in response to the request to plat prior to finishing construction of the required infrastructure.

Chairman Brooks opened the public meeting to citizen comments.

The applicant, Britton Jones, came forward to speak in favor of the request.

Calling for and receiving no additional comments, Chairman Brooks closed the public meeting and opened the item up for discussion amongst the Commissioners.

City Attorney Chris Latimer made the recommendation that condition 1 be modified by adding the language "along with the City's standard hold harmless and indemnification clause."

After discussion and upon the motion of Commissioner Moreland, duly seconded by Commissioner Gregory, the motion to approve FP 20-06 with the amended conditions was approved unanimously. The conditions are as follows:

1. Prior to execution of the Certificate of Final Approval by City Staff, the proposed covenants shall be revised and approved by the City Attorney and shall include the creation of a Homeowner's Association (HOA) for the long-term maintenance of common areas, private piping, stormwater management areas, and any custom signage within the subdivision along with the City's standard hold-harmless and indemnification clause.
2. Prior to execution of the Certificate of Final Approval by City Staff, an approved form of surety and the accompanying agreement for the completion of unfinished items shall be provided. The form of surety and agreement shall be reviewed by the City Attorney and determined to be acceptable. The amount of the surety shall be reviewed by the City Engineer and determined to be acceptable based on the provided cost estimate.
3. The placement of water meters by Starkville Utilities shall not take place until the release of the sanitary sewer bond.
4. The Homeowners Association (HOA) and/or Developer shall own and maintain the water system until all bonds are released. The HOA and/or Developer shall be responsible for any water leaks until all bonds are released. Responsibility for the water system shall begin at the valve on the south connection and east right-of-way of Reed Road.
5. The Homeowners Association (HOA) and/or Developer shall own and maintain the sanitary sewer system until all bonds are released. Responsibility for the sanitary sewer system shall begin at the manhole (MH) east of Reed Road.

6. Prior to issuance of any Certificate of Occupancy (CO) or Temporary Certificate of Occupancy (TCO) for any structure on any lot within the subdivision, the following shall items shall be completed or provided to City Staff:
    a. As-built drawings signed/stamped by a licensed PE meeting City of Starkville requirements.
    b. All required test and material reports as outlined in the Subdivision Testing requirements and Processes and the Subdivision Testing Schedule.
    c. All required infrastructure as illustrated on the approved infrastructure plan "IP 20-02 Clark Grove" approved on June 15, 2020 has been fully completed, inspected, tested, and approved by the City of Starkville Community Development Department, Engineering Department, and Starkville Utilities.

C. DISCUSSION REGARDING THE HIGH-VOLTAGE TVA LINE ALONG SAND ROAD

Chairman Mike Brooks presented to the Planning and Zoning Commission photos he had taken along Sand Road of the installed high-voltage TVA lines that cross 16th section land that is leased by the school district and reviewed by the Planning Commission for special exception requests.

Chairman Brooks offered a motion that all special exception requests for manufactured homes along Sand Road shall require the appearance of a Starkville-Oktibbeha County School District representative and the proposed lease before the Planning and Zoning Commission before the proposed use can be recommended for approval by the Planning and Zoning Commission.

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Prather, the motion that all special exception requests for manufactured homes along Sand Road shall require the appearance of a Starkville-Oktibbeha County School District representative and the proposed lease before the Planning and Zoning Commission before the proposed use can be recommended for approval by the Planning and Zoning Commission was approved unanimously.

ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on November 10, 2020, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion, and upon the motion of Commissioner Moreland, duly seconded by Commissioner Gregory, the motion to adjourn until 5:30 p.m. on November 10, 2020 in the Courtroom located at 110 West Main Street, Starkville MS, was unanimously approved.

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Michael Brooks, Commission Chair

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Daniel Havelin, City Planner