



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, MARCH 09, 2021
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 JANUARY 12, 2021
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. CONSIDERATION OF CMP 21-01 A REQUEST TO REVIEW A CONCEPTUAL MASTER PLAN AS A PART OF THE OPTIONAL DISTRICT ZONING DESIGNATION AND TO DESIGNATE USE DESIGNATIONS BE C-COMMERCIAL AND CD-CONSERVATION DEVELOPMENT FOR TWO LOTS LOCATED ON HIGHWAY 25 WITH THE PARCEL NUMBERS 119 -29-006.02 AND 119 -32-002.01
- VIII. ADJOURN

**UNAPPROVED MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI JANUARY 12, 2021**

Be it remembered that the members of the Planning and Zoning Commission of the City of Starkville held their regularly scheduled meeting on January 12, 2021 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

There being physically present was and Michael Brooks, Chairman, Ward 4. Joining the meeting via the Google Meets virtual meeting platform were, Alexis Gregory, Ward 5, Jeremiah Dumas, Ward 6 and Tommy Verdell Jr., Ward 7. Kim Moreland, Ward 1, Vicki West, Ward 2, and Kelly Prather, Ward 3 were absent from the meeting. Physically present attending the Commissioners were City Planner Daniel Havelin and City Attorney Jason Sharp.

Chairman Mike Brooks opened the meeting with the Pledge of Allegiance followed by a moment of silence.

IV. 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 January 12, 2021 as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, JANUARY 12, 2021
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 DECEMBER 8, 2020
- VI. CITIZEN COMMENTS

VII. **NEW BUSINESS**

- A. PUBLIC HEARING AND CONSIDERATION OF RZ 21-01 A REQUEST TO REZONE 4 LOTS WITHIN THE CORNERSTONE INDUSTRIAL PARK PHASE I SUBDIVISION FROM A S-I TO C WITH PARCEL NUMBERS 104 -17-001.08, 104 -17-001.07, 104 -17-001.06, AND 104 -17-001.09.
- B. PUBLIC HEARING AND CONSIDERATION OF SE 21-01 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE CONVERSION OF AN EXISTING ACCESSORY STRUCTURE INTO AN ACCESSORY DWELLING UNIT AT 808 GREENBRIAR STREET IN A SD-2 ZONING DISTRICT WITH THE PARCEL NUMBER 106C-00-078.00.

VIII. **ADJOURN**

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Verdell, the motion to approve the official agenda of the Planning and Zoning Commission for January 12, 2021 received unanimous approval.

V. CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE MEETING

**A. CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE
MEETING OF DECEMBER 8, 2020**

After discussion and upon the motion of Commissioner Dumas, duly seconded by Commissioner Verdell, the motion to approve the minutes as amended of the Planning and Zoning Commission for December 8, 2020 received unanimous approval.

VI. CITIZEN COMMENTS

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

VII. NEW BUSINESS

- A. PUBLIC HEARING AND CONSIDERATION OF RZ 21-01 A REQUEST TO REZONE 4 LOTS WITHIN THE CORNERSTONE INDUSTRIAL PARK PHASE I SUBDIVISION FROM A S-I TO C WITH PARCEL NUMBERS 104 -17-001.08, 104 -17-001.07, 104 -17-001.06, AND 104 -17-001.09.**

City Planner Daniel Havelin presented the rezoning request by the City of Starkville to correct an error in the Official Zoning Map of the City of Starkville for 4 lots in the "Cornerstone Industrial Park Phase I" subdivision. This includes lot 18, 20, 23, and 24.

The request is to rezone the 4 lots from S-I (Special Institutional) to C (Commercial) based on an error in the map and a need to correct the error. All lots within the subdivision were rezoned to Special Institutional in December of 2019 with the adoption of the Unified Development Code. The issue is that the S-I zoning designation is used for any City of Starkville owned, managed, and/or partially owned building used for purposes such as, but not limited to: administrative functions, emergency services, utilities, public facilities, and/or parks and recreation. The 4 subject lots are not owned or managed by the City. Lot 23 and Lot 24, are owned by other governmental agencies and not regulated by the City. Lot 18 and 20, are privately owned are restricted to primarily governmental uses unless they are rezoned. The zoning designation of C (Commercial) would provide for appropriate uses and dimensional standards for future development.

The request was noticed in accordance with Section 3.1.3.G of the Unified Development Code.

1. 17 property owners of record within 160 feet of the subject property were notified directly by mail of the request.
2. A legal ad was published in the Starkville Daily News on December 16, 2020.
3. A sign was posted on the property in a conspicuous location.

As of this date, the Planning Office has received one phone call and one in person visit requesting information about the request.

In the opinion of the Planning Department the proposed rezoning request could meet one or more of the conditions for a rezoning.

Chairman Brooks opened the public hearing to citizen comments.

Clyde Pritchard, owner of lot 18, came forward to speak on the request. Mr. Pritchard asked questions about how the error occurred and requested that the error be relabeled a correction.

Thomas Crawford and Vernitta Crawford of 1511 Bluefield Road, came forward to ask questions about the request and if the request would change the zoning designation of their property.

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

After discussion and upon the motion to approve RZ 21-01 by Commissioner Dumas, duly seconded by Commissioner Gregory, was approved unanimously based an error in the map and a need to correct the error.

B. PUBLIC HEARING AND CONSIDERATION OF SE 21-01 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE CONVERSION OF AN EXISTING ACCESSORY STRUCTURE INTO AN ACCESSORY DWELLING UNIT AT 808 GREENBRIAR STREET IN A SD-2 ZONING DISTRICT WITH THE PARCEL NUMBER 106C-00-078.00.

This is a request by Neil Couvillion on behalf of Jetson & Bryn Taylor for a Special Exception to allow for the conversion of an existing accessory structure into an accessory dwelling unit at 808 Greenbriar Street. The property is currently zoned SD-2.

The existing structure is located in the southeast corner of the lot. The Use Chart in Section 13.3 of the Unified Development Code requires a Special Exception for “accessory dwelling” in a SD-2 zoning district. The applicant has also applied for a variance from setbacks for the existing structure which will be heard later this month.

Section 13.3.4 of Unified Development Code also requires that the Special Exception meet the additional standards for that use.

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code.

1. 5 property owners of record within 160 feet of the subject property were notified directly by mail of the request.
2. A legal ad was published in the Starkville Daily News on December 20, 2020.
3. A sign was posted on the property in a conspicuous location.

As of this date, the Planning Office has received no response to the notification.

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

Chairman Brooks opened the public hearing to citizen comments.

Eugene Ladou of Couvillion Design Buildign 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 amongst the Commissioners.

After discussion and upon the motion to approve SE 21-01 by Commissioner Dumas, duly seconded by Commissioner Verdell, was approved unanimously.

VII. ADJOURN

There came for consideration, the matter of the approval of the motion to adjourn until 5:30 p.m. on February 9, 2021, in the Courtroom of City Hall located at 110 West Main Street, Starkville MS.

After discussion and upon the motion to adjourn until 5:30 p.m. on January 12, 2020 in the Courtroom located at 110 West Main Street, Starkville MS by Commissioner Gregory, duly seconded by Commissioner Verdell, was unanimously approved.

Michael Brooks, Commission Chair

Daniel Havelin, City Planner

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: CMP 21-01 Request for a Conceptual Master Plan as a part of the Optional District Zoning Designation and to designate use designations be C-Commercial and CD-Conservation Development for two lots located on Highway 25 with the parcel numbers 119 -29-006.02 and 119 -32-002.01.
Date: March 9, 2021

The purpose of this report is to provide information regarding the request by Henry Minor on behalf of 4/J I LP to review a Conceptual Master Plan to determine use designations for two parcels zoned Optional District. The property is located on the east side of Highway 25 +/- 1,100 feet south of Garrard Road. The request is to designate the use of portions of the two parcels as Optional Conservation Development (O-CD) and Optional Commercial (O-C). The subject properties have the parcel numbers 119 -29-006.02 and 119 -32-002.01. Please see attachments 1-5.

CRITERIA FOR CONCEPTUAL MASTER PLAN REVIEW AND APPROVAL (Section 3.3.3)

- 3.3.3. **Criteria for conceptual master plan review and approval.**
 - A. **Site and structure suitability.** The proposed site configuration has been adequately sized in accordance with the base dimensional standards of section 10 and can be adequately served with public utilities and safety services.
 - B. **Circulation.** The proposed location of vehicular and pedestrian access points to public roads and adjacent property is compliant with all access requirements in the Unified Development Code and with all City policies that regulate vehicular and pedestrian access.
 - C. **Connections to adjacent property.** The proposed location of all vehicular and pedestrian access points to adjacent properties does not create a current or future hardship to creating connectivity based on the physical features of the area of the proposed vehicular and pedestrian access points.
- 3.3.4. **Purpose of a Conceptual Master Plan.** Any application for a use category and/or subdivision in an optional district shall include a conceptual master plan. The conceptual master plan will be used to determine the use categories of the property and the location of future right-of-way for connectivity. Parcels may have multiple use categories depending on the size parcels and the base dimensional standards of the requested use category. A conceptual master plan shall be the regulating plan used for the determination and application of the following:
 - A. **Use Options**
 - 1. optional commercial development
 - 2. optional industrial development
 - 3. optional traditional neighborhood development
 - 4. optional conservation development

B. Base dimensional standards

C. Allowed densities.

D. Development standards.

E. Subdivision standards.

3.3.5. Requirement of a Conceptual Master Plan. The following shall be included in a conceptual master plan:

A. A map of the project area including its relationship to surrounding areas, approximate existing topography, total approximate size in acres, and key features. A survey of the entire property is recommended, but not required for the conceptual master plan.

B. The requested use categories for the entire property and the approximate acreage of each use category, if multiple use categories are proposed.

C. The anticipated vehicular and pedestrian circulation of the entire property to determine future right-of-way locations, connections to existing right-of-way, and connections to adjacent property.

D. Such other information as the Planning and Zoning Commission shall require, including any additional information necessary to determine compliance with the standards for the approval of an optional district contained in this code.

10.1. General Provisions

10.1.1. General Purpose- The intent of the Optional district is to allow the following four (4) distinct use categories, or any combination thereof, that can be applied by right within the Optional District (O) zone with the approval of a conceptual master plan:

A. (O-C) Commercial

B. (O-I) Industrial

C. (O-TND) Traditional Neighborhood Development

D. (O-CD) Conservation Development

10.1.2. The optional district is a zone that allows for use categories to be applied with the approval of a conceptual master plan.

10.1.3. Any property that is subdivided for development within an Optional District, shall be required to follow the process for Procedures for Review and Approval of Conceptual Master Plan in Optional District in Section 3.3.

10.1.4. Until the conceptual master plan has been approved, property within the Optional District shall be regulated in accordance with the development standards and use standards for Optional Existing (O-E) use category.

10.1.5. Any new development or modification of an existing development on a parcel that existed at the time of adoption of the Unified Development Code within the Optional district, shall use the primary building setbacks, accessory dwelling unit setbacks, accessory structure setbacks, parking setbacks, principle building height, accessory dwelling unit height, and accessory structure height in accordance with the following:

A. **Residential Use.** Any permitted residential use shall use the Rural Neighborhood requirements in Section 6.3.

B. **Commercial Use.** Any permitted non-residential use shall use the Commercial Rural requirements in Section 7.2.

10.2. Optional District Use Categories

- 10.2.1. The Optional Traditional Neighborhood Development (O-TND) use category offers a mixture of uses in an urban form. Housing and commercial uses can occur in a variety of types and densities and the overall design should result in a pedestrian-friendly place.
- 10.2.2. The Optional Conservation Development (O-CD) use category is a residential development pattern that allows for clustering of housing to result in a preserved open space.
- 10.2.3. The Optional Industrial Development (O-I) use category is designed to provide a well-designed “campus” style space with unifying elements for streets, landscaping, signage, and architecture. The intent is to allow for large scale master planned developments for manufacturing, assemblage, warehousing, research, distribution, operation, and/or data processing centers.
- 10.2.4. The Optional Commercial Development (O-C) use category allows for a range of commercial uses, including retail, dining, personal services, professional services, office, and other related uses. The intent of this option is to allow for large scale master planned developments to serve not only the local but also the regional market needs in addition to smaller scaled commercial uses.

10.4. Optional- Conservation Development (O-CD) Use Category

- 10.4.1. The conservation development use category trades smaller lot sizes with reduced setbacks and increased density in exchange for preserving common open space. This allows for a more efficient layout of lots, streets, utilities, and common open space in an attempt to protect the natural character of an area through the preservation of open space, recreation areas, and environmental features.
- 10.4.2. The minimum gross site area to implement the Optional Conservation Development use category is ten (10) acres.

10.4.3. Base Dimensional Standards

Optional Conservation Development	
A. Site	O-CD
A1 Density (max)	10 dwellings per acre
A2 Gross site area (min)	10 acres
B. Open Space	O-CD
B1 Open space required (min)	40%
B2 Percentage of lots abutting open space (min)	50%
B3 Contiguous area (min)	60%
B4 Width of open space (min)	50'
C. Lot Dimensions	O-CD
C1 Lot size per unit (min)	4000 sq. ft.
C2 Lot width	45'
C3 Lot width at corner	80'
D. Primary Building Setbacks	O-CD
D1 Front setback	20'
D2 Side setback (min.)	5'
D3 Side setback corner lot (min.)	20'
D4 Rear setback (min.)	20'
D5 Rear setback adjacent to street or alley (min.)	25'
E. Accessory Dwelling Unit/Structure Setbacks	O-CD

Optional Conservation Development	
E1 Front setback	Behind rear wall of primary building
E2 Side setback	5' min
E. Accessory Dwelling Unit/Structure Setbacks (cont.)	O-CD
E3 Side setback corner lot (min.)	25'
E4 Rear setback	5', minimum of 10' from any structure
E5 Rear setback adjacent to alley for garages (min.)	20'
E6 Structures housing livestock (min.)	N/A
F. Parking Setbacks	O-CD
F1 From primary street	N/A
G. Height	O-CD
G1 Principle building(s) (max)	30', 2 story
G2 Accessory Dwelling Unit(s)/Structure(s) (max)	Less than primary building
G3 Accessory structure agricultural use	15'
H. Pedestrian Access	O-CD
H1 Street-facing primary entrance along street	yes

10.4.4. Common Open Space Requirements

A. Amount of Open Space

1. Applicants using the Optional Conservation Development use category must set aside at least forty percent (40%) of the total project area as common open space.
2. Open space is calculated as a percentage of the net site area.

B. Open Space Allocation- The following hierarchy of categories shall be used in allocating land for required common open space. Before allocating land from a lower category, all applicable space shall be allocated from the higher category. If none of the categories are present on a particular site, open space shall be located to maximize its benefit to the environment and the overall aesthetics of the area.

1. Floodway areas
2. Jurisdictional wetlands
3. Areas that connect to neighboring open space, trails, or greenways
4. Individual or stands of existing healthy canopy tree(s) with a minimum diameter at breast height of eighteen (18) inches or greater
5. Required buffer yards
6. Areas designated as a Special Flood Hazard
7. Steep slopes

C. Configuration of Open Space

1. The minimum width for any required open space is fifty (50) feet. Exceptions may be granted as part of the platting process for items such as trail easements, linear parks, and tree conservation areas.
2. At least sixty percent (60%) of the required open space must be contiguous. For the purpose of this section, contiguous includes any open space bisected by a street provided that:
 - i. A pedestrian crosswalk provides access to the open space on both sides of the street.
 - ii. The right-of-way area is not included in the calculation of minimum open space required.
 - iii. Where feasible, the open space should adjoin any neighboring areas of open space, other protected areas and non-protected natural areas.

- iv. The required open space must be directly accessible to the largest practicable number of dwelling units within the development. Non-adjoining lots must be provided with safe and convenient access to the open space by a hard surfaced walkway.
 - v. No lot in a development can be farther than a ¼ mile radius from the open space. This radius is measured in a straight line from the lot line, without regard for street, sidewalk, or trail connections, to the nearest point of the open space.
 - vi. Access to the open space must be provided either by an abutting street or easement not less than twenty (20) feet in width.
- D. Allowed Uses of Open Space-** To the extent not otherwise prohibited, required open space may be used for the following:
- 1. Conservation areas for natural, archeological, or historical resources.
 - 2. Meadows, woodlands, wetlands, wildlife corridors, or similar conservation-oriented areas.
 - 3. Pedestrian or multipurpose trails.
 - 4. Passive recreation areas.
 - 5. Active recreation areas, provided that impervious area is limited to no more than twenty-five percent (25%) of the total open space.
 - 6. Water bodies, such as lakes, ponds, and floodways provided that the total surface area does not exceed fifty percent (50%) of the required open space.
 - 7. Restricted agriculture such as community gardens, floriculture, pasturage, hay production, vineyard, and noncommercial row crop production.
 - 8. Stormwater control measures.
 - 9. Easements for drainage, access, and underground utility lines.
- E. Stormwater Control Measures-** no more than twenty-five percent (25%) of the required common space shall be devoted singularly or collectively to detention or retention ponds. However, this requirement shall not apply to retention ponds that meet all of the following criteria:
- 1. The retention pond or closely connected series of ponds has at least 20,000 square feet of water surface area at normal water level.
 - 2. The retention pond is surrounded by accessible open space.
 - 3. The retention pond is accessible to all homeowners.
- F. Prohibited Uses of Open Space-** Required open space cannot be used for the following:
- 1. Overhead electric transmission lines or high voltage electrical transmission lines
 - 2. Telecommunication towers
 - 3. Water towers
 - 4. Streets and impervious parking areas. Streets crossing open space are allowed but should be avoided if possible.
- G. Ownership and Management of Open Space**
- 1. **Ownership-** Required open space must be owned and maintained by one of the following entities:
 - i. A land conservancy or land trust with the legal authority to own the open space. The responsibility for maintaining the open space and any facilities shall be borne by a land conservancy or land trust.
 - ii. A homeowners' association representing residents of the development may own the open space. The homeowners' association must have lien authority to ensure

the collection of dues from all members. The responsibility for maintaining the open space and any facilities is borne by the homeowners' association. All of the above shall be specifically addressed in the covenants filed for the development.

2. **Conveyance-** The conveyance of common open space shall be in accordance with the following:
 - i. Open space shall be conveyed to the land conservancy or homeowners' association in fee simple without any encumbrances except drainage, greenway, and utility easements. Title to the real property shall be conveyed no later than the time of conveyance of the first lot within the applicable phase of the development.
 - ii. Open space shall be preserved for the perpetual benefit of the residents within the development and it shall be restricted against private or public ownership for any other purpose except the acquisition by condemnation or in lieu of condemnation and the granting of utility, drainage, and greenway easements.
3. **Dissolution**
 - i. If the homeowners' association is dissolved, the open space may be offered to another entity who shall be responsible for the maintenance and upkeep of the open space. If no other offer is accepted, the open space shall be offered to the City at no cost and if accepted, deeded to the City.
 - ii. Any non-maintained open space that is not owned by the City, a land conservancy, or a homeowners' association shall be the responsibility of the owners of all lots within the platted subdivision. A special tax assessment may be used to provide for maintenance by the City after all necessary easements for maintenance have been provided. The reestablishment or creation of a homeowners' association may be necessary to allow for maintenance agreements or transfer of real property.

10.6. Optional- Commercial Development (O-C) Use Category

- 10.6.1. The Optional Commercial development use category allows a range of commercial uses, including retail, dining, personal services, professional services, offices, multi-unit dwelling residential, and other related uses in a master planned development.
- 10.6.2. The minimum gross site area to implement the Commercial Development use category is one (1) acre.
- 10.6.3. **Base Dimensional Standards**

Optional Commercial Development	
A. Lot Dimensions	O-C
A1 Site size (min)	1 acres
A1 Individual lot size (min)	20,000 sq. ft
A2 Lot width (min)	100'
B. Building/Structure Setbacks	O-C
B1 Front setback min	20'
B2 Front setback max	N/A
B3 Side setback	10'
B4 Side setback adjacent to detached residential	50'
B5 Side setback corner lot	20'
B6 Rear setback	20'
B7 Rear setback adjacent to detached residential	50'
D. Parking Setbacks	O-C
D1 From primary street	5'
D2 From side street	5'

Optional Commercial Development	
D3 From side and rear property line	5'
D4 From side rear property line adjacent to detached residential	See buffer yard requirements
E. Height	O-C
E1 Principle building(s) (max)	50', 4 story
E2 Accessory building(s) (max)	15', 1 story
F. Pedestrian Access	O-C
F1 Street-facing primary entrance along street	yes
F. Pedestrian Access (cont.)	O-C
F2 Sidewalk connection to street from each entrance	yes
G. Mixed-Use	O-C
G1 Residential	yes, above 1st floor
G2 Industrial	no

3.3.7. Sequence of Approvals. The following is the sequence of approvals for conceptual master plan approval in an optional district:

A. Without the Subdivision of Land.

- 1. Application.** Complete Application with conceptual master plan submitted to Planning Department
- 2. Review by Development Review Committee.** The development review committee shall review the conceptual master plan application in accordance with the criteria in section 3.3.3. After review by the Development Review Committee and any required modifications made, the conceptual master plan will then be placed on the Planning and Zoning Commission's agenda.
- 3. Review by Planning and Zoning Commission.** The conceptual master plan shall be reviewed by the Planning and Zoning Commission in accordance with the criteria in section 3.3.3 and then a recommendation forwarded to the Board of Aldermen.
- 4. Review by Board of Aldermen.** The conceptual master plan shall be reviewed by the Board of Aldermen in accordance with the criteria in section 3.3.3 and with consideration of the recommendation by the Planning and Zoning Commission.

COMMENTS FROM DEVELOPMENT REVIEW COMMITTEE:

Engineering Department- Stormwater Comments

1. It appears that adequate detention is provided for the conceptual master plan when viewed as a whole. However, it was noted that the post-development subbasins differ in size (area) from the pre-development subbasins. The expectation will be that flow is not increased to any existing point of discharge after construction is complete. For example, Basin 1 is larger in the post-development scenario than in the pre-development scenario. The expectation is that flow will not be increased at the point of discharge for the pre-development Basin 1; this could create a need to over detain this portion since more acreage is ultimately being added to that discharge point.
2. I noticed that the pond in Basin 4 is larger in the stormwater schematic than it is in the conceptual master plan. We believe this may be due to the requirement of adding a future roadway connection that ultimately split the pond. However, we still want to ensure that

the volumes and discharge rates that are being preliminary calculated are based on whatever the actual pond size will be.

Engineering Department- Site Comments

1. The street sections shown are conceptual in nature and will be primarily dictated by the required traffic impact study and input from City Staff. At this time, we do not have enough information to make that final determination.
2. The ROW widths shown in the details and in the plan may need to be revised based on the road type, classification, anticipated volumes and connectivity.
3. The street sections will need to match those currently allowed in the UDC, unless a variance is given.

NOTIFICATION

The request was noticed in accordance with Section 3.3.2.A of the Unified Development Code.

1. 1 property owners of record of adjacent property zoned as Optional District was notified directly by mail of the request.

RESPONSE TO NOTIFICATION

As of this date, the Planning Office has received no response to the notification.

ANALYSIS

In the opinion of the Planning Department the proposed use designations associated with the Conceptual Master Plan request could meet the criteria for conceptual master plan review and approval.

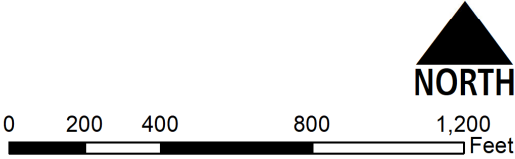
Attachment 1
CMP 21-01 Aerial



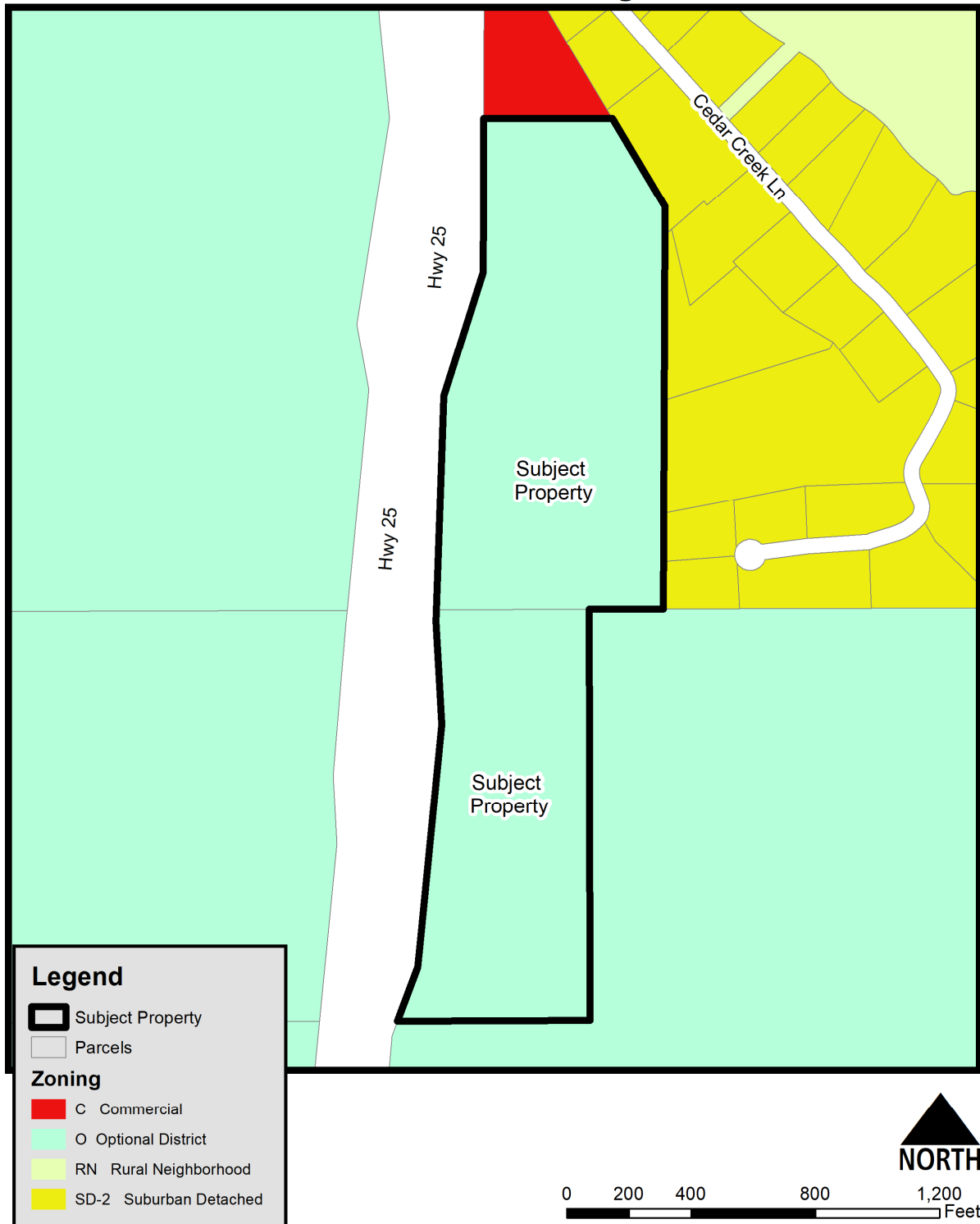
Legend

 Subject Property

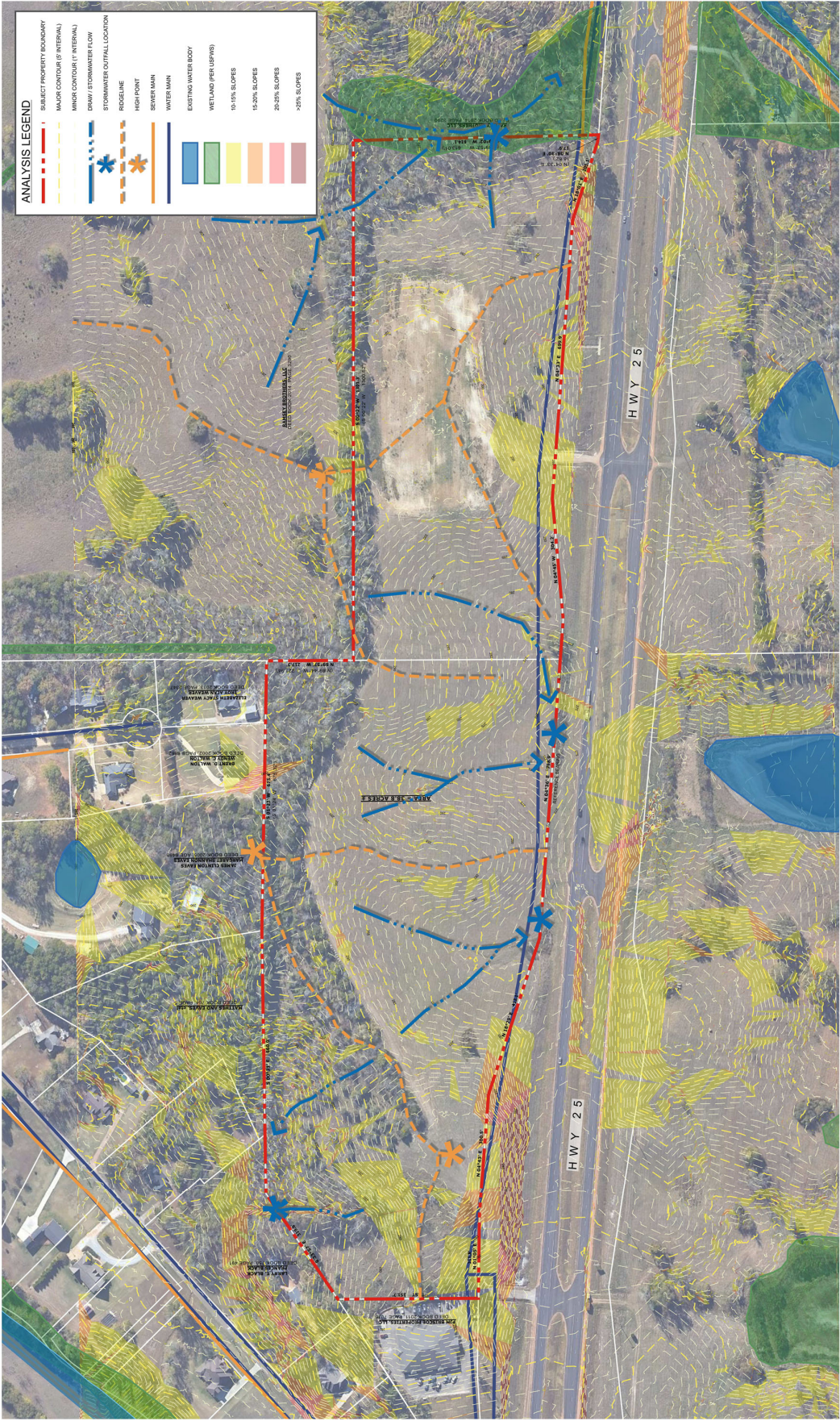
 Parcels



Attachment 2
CMP 21-01 Zoning



Attachment 3- Site Analysis



Attachment 4- Conceptual Master Plan



JOSEY PROPERTY
STARKVILLE, MS
CONCEPTUAL MASTER PLAN



Kimley»Horn

CONCEPTUAL MASTER PLAN: SITE DATA

TOTAL SITE ACREAGE:	38.82 AC ±
PUBLIC RIGHT OF WAY (ROW):	4.53 AC ±
OPTIONAL COMMERCIAL DISTRICT:	18.30 AC ±
OPTIONAL CONSERVATION DISTRICT:	15.99 AC ±
- DETENTION FACILITIES:	3.73 AC ±
DEVELOPABLE ACREAGE:	30.56 AC ±

BASIN OUTFALL
(TYP.)

DETENTION POND
1.00 AC ±

OPTIONAL CONSERVATION
DEVELOPMENT
14.52 AC ±

OPTIONAL CONSERVATION
DEVELOPMENT
1.47 AC ±

OPTIONAL COMMERCIAL
DEVELOPMENT
2.11 AC ±

DETENTION POND
1.00 AC ±

ROW
4.53 AC ±

DETENTION POND
1.00 AC ±

OPTIONAL COMMERCIAL
DEVELOPMENT
2.45 AC ±

OPTIONAL COMMERCIAL
DEVELOPMENT
5.21 AC ±

OPTIONAL COMMERCIAL
DEVELOPMENT
3.86 AC ±

OPTIONAL COMMERCIAL
DEVELOPMENT
4.67 AC ±

DETENTION POND
0.73 AC ±

BASIN OUTFALL
(TYP.)

FUTURE EXTENSION OF
PUBLIC ROAD POSSIBLE
ALONG EXISTING RIDGELINE
ON ADJACENT PROPERTY

RAMSEY BROTHERS, LLC
DEED BOOK 2014, PAGE 3280

H W Y 2 5

H W Y 2 5

Attachment 5- Letter of Intent



To: Daniel Havelin, City of Starkville
From: Henry Minor, Kimley-Horn Associates, Inc.
Date: March 3, 2021
Subject: Application Letter for Conceptual Master Plan

We are submitting this application to request approval of a Conceptual Master Plan for an approximately 38.8 acre property with public road frontage on Highway 25. The property is currently zoned Optional District. Per Unified Development Code Section 10.1.1, the intent of the Optional district is to allow the following four (4) district use categories, or any combination thereof, that can be applied by right within the Optional District (O) zone with the approval of a conceptual master plan.

- A. (O-C) Commercial
- B. (O-I) Industrial
- C. (O-TND) Traditional Neighborhood Development
- D. (O-CD) Conservation Development

The proposed Conceptual Master Plan has been designed to include only Optional Commercial Development and Optional Conservation Development on the subject property.

Existing Conditions

The property is currently undeveloped and covered almost entirely by open pasture, with the exception of a small wooded area along the eastern property line containing a mixture of mostly 10 – 15 year hardwood trees. Please see the Site Analysis exhibit for more information about the existing site features. To the north, the property abuts the USDA Office Building, and to the east it abuts large single family residential lots located off of Cedar Creek Lane. Also, on the southern and eastern boundary of the site, the property abuts a large undeveloped tract of land, which is also zoned Optional District. The entire western boundary is Highway 25 road frontage.

Criteria for Conceptual Master Plan (CMP)

Per the Unified Development Code, there are criteria to be considered for any Conceptual Master Plan (CMP) review and approval. Each of these criteria have been addressed as shown below.

3.3.3. A - Site and structure suitability. *The proposed site configuration has been adequately sized in accordance with the base dimensional standards of section 10 and can be adequately served with public utilities and safety services.*

- The 'developable areas' proposed within the CMP conform to the dimensional standards required by the UDC. These areas have been carefully sized and located to ensure they are suitable for the development of a range of uses that are permitted in the Commercial and Conservation Development Districts.
- The site can be adequately served with public utilities as shown on the Site Analysis Exhibit. The property can also be served with necessary safety services.

- The location of the two proposed use districts is strategic and based on creating transitional land uses from the adjacent properties.
 - The Optional Conservation Development Use is proposed adjacent to existing large single family lots and contains the only large wooded area of the site. With the development requirement of setting aside at least forty percent (40%) of the total project area as common open space, the location of the Optional Conservation Development would allow for the large wooded area to potentially be preserved and create a buffer between the adjacent single family lot and future development on the subject property.
 - The Optional Commercial Development Use has been proposed in a location that takes advantage of the visibility and exposure along the Highway 25 frontage, while accommodating the potential for future connectivity of an east – west public road through the subject property. With the anticipated growth of the western portion of Starkville and a need for future connectivity to the existing road network east of the site, it was a logical decision to locate Commercial Development at this intersection that aligns with an existing median break in Hwy 25. Additionally, the Commercial Development is located in a manner that prevents it from abutting existing single family residential property.

3.3.3. B - Circulation. *The proposed location of vehicular and pedestrian access points to public roads and adjacent property is compliant with all access requirements in the Unified Development Code and with all City policies that regulate vehicular and pedestrian access.*

- The proposed public rights-of-way comply with the access requirements in the UDC by providing vehicular access to adjacent undeveloped property along shared property lines.
- The final widths and road cross sections of the proposed public rights-of-way are subject to approval by the City Engineer. Furthermore, the public roads indicated on the CMP have not been designed based on recommendations from a Traffic Impact Study accounting for specific future land uses.

3.3.3. C - Connections to adjacent property. The proposed location of all vehicular and pedestrian access points to adjacent properties does not create a current or future hardship to creating connectivity based on the physical features of the area of the proposed vehicular and pedestrian access points.

- The proposed east-west public road connection through the subject property has been planned to become the primary connection from Highway 25 to the adjacent undeveloped land, which is also zoned Optional District.
- This proposed east-west public road shown on the CMP aligns with an existing median break in Hwy 25 and connects to the adjacent property to the east at a common ridge or high point on the land that spans across both properties. This alignment and placement of the connection to the east along a common ridge does not create a future hardship for proposed connectivity.
- If the Hospital Road Extension project becomes a reality in the future and the road alignment is established to connect to Hwy 25 at this median break, this proposed east-west connection shown on the subject CMP could be designed to accommodate such a road extension.

Prior to the adoption of the Unified Development Code and updated Zoning Map, the entire subject property was zoned Commercial. The proposed CMP seeks to create a land use strategy that adds diversity to the permitted uses, enables transitional land uses to be established along the adjacent existing single family lots, provides the property owner flexibility to meet future market demands for development. Additionally, the layout and alignment of the proposed public road network within the subject property ensures cross connectivity with future development and allows for more wholistic transportation planning decisions to be made as this area of Starkville grows in the future.

We look forward to discussing the enclosed information with you and answering any questions or concerns you may have.

Sincerely,

A handwritten signature in black ink that reads "Henry Minor". The signature is written in a cursive, flowing style.

Henry Minor, PLA, ASLA