



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY MARCH 8, 2022
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. CITIZEN COMMENTS
- VI. NEW BUSINESS
 - A. DISCUSSION AND CONSIDERATION OF FP 22-02 A REQUEST FOR FINAL PLAT APPROVAL FOR “PORTICO, PHASE 2” AT THE WEST END OF CARRIAGE LANE IN A SD-6 ZONING DISTRICT WITH PARCEL NUMBER 117C-00-036.06.
 - B. DISCUSSION AND CONSIDERATION OF PLANNING & ZONING COMMISSION 2022 MEETING SCHEDULE
- VII. ADJOURN



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)
Odie Avery, Assistant City Planner (662-323-2525 ext. 3138)
Subject: Discussion and consideration of FP 22-02 a request for Final Plat approval for "Portico, Phase 2" at the west end of Carriage Lane in a SD-6 zoning district with parcel number 117C-00-036.06
Date: March 8, 2022

The purpose of this report is to provide information regarding Final Plat request by Trey Pace of Portico Development for the "Portico, Phase 2" subdivision. Please see attachments 1- 5.

BACKGROUND INFORMATION

- The Preliminary Plat was approved by the Board of Aldermen on September 18, 2018 with twelve 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-3A 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.
 10. No individual driveway curb cuts allowed on Garrard Road.
 11. Landscape buffer per City Ordinance along northern property line.

12. Six foot solid fence along northern property line adjacent to Southern Crossway property (Parcel #117-26-001.02)
- A Variance from front setbacks was approved by the Board of Aldermen on November 20, 2018.
 - The Development Review Committee approved the infrastructure plan on January 1, 2019.
 - The Final Plat for "Portico, Phase I" was approved by the Board of Aldermen on October 15, 2019 with fifteen conditions

GENERAL INFORMATION

- The proposed subdivision is located at west end of Carriage Lane in a SD-6 zoning district.
- The gross acreage is +/- 6.43 acres with a total of 51 lots. The proposed gross density is 7.93 units per acre.
- 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.
- Street numbers have been assigned for construction permitting and utility assignments.
- Golden Triangle Planning and Development has reviewed proposed road name and has no issues.
- Electrical service, potable water, and sanitary sewer utility services will be provided by the City.
- Staff has reviewed the proposed covenants and they include sections for common area and storm water facilities maintenance, as well as the City's standard hold-harmless indemnification clause required by the City Attorney.
- 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.
- The applicant has indicated that this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties.

FINAL PLAT INFORMATION

- Approval of a final plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of final plat approval and required signatures on the final plat. One (1) paper copy, a digital copy as a Portable Document Format (PDF), and AutoCAD file of the approved final plat shall be retained in the Planning Department's files. The final plat shall be filed with the office of the chancery clerk of Oktibbeha County within sixty (60) days or the plat shall be void. A deposit in the amount of two hundred dollars (\$200) shall be required to guarantee the return of one (1) signed copy of the final plat to the city planner.
- If the final plat approval is recommended conditionally, the conditions and reasons therefore shall be stated, and if necessary, the Planning and Zoning Commission or Mayor and Board of Aldermen may require that the subdivider submit a revised final plat.
- If denied by the Planning and Zoning Commission or the Board of Aldermen, the reasons for such action shall be stated, and if possible, recommendations should be made on the basis of which the proposed subdivision could be recommended for approval. A denied final plat may be resubmitted to the Planning and Zoning Commission and the Mayor and Board of Aldermen after the suggested changes have been made.

- Whenever a subdivider has been issued a notice of final plat approval from the Mayor and Board of Aldermen, the staff shall be authorized to execute a certificate of final plat approval on the plat upon certification by the City Clerk that the City has received both of the following:
 - o An executed development agreement for any outstanding improvements between the subdivider and the city to install the required improvements.
 - o An approved form of surety as approved by the City Attorney to complete the improvements and installations for the subdivision shall be in compliance with these rules and regulations. Such surety shall not exceed two hundred percent (200%) of the estimated cost of the improvements.

ZONING DISTRICT INFORMATION

Below is information pertaining to a Single Detached Dwelling Residential Use in a SD-6 zoning district:

Detached and Attached Duplex Dwelling	
A. Lot Dimensions	SD-6
A1 Lot size per unit in sq. ft (min.)	6000 (approved under previous code to min of 5,000sqft)
A2 Lot width (min.)	50'
A3 Lot width at corner (min.)	60' (approved under previous code no min)
B. Principal Building Setbacks	SD-6
B1 Front setback	25' or infill standards (reduced to 10' by variance)
B2 Side setback (min.)	5' or infill standards
B3 Side setback corner lot (min.)	25'
B4 Rear setback (min.)	20'
B5 Rear setback adjacent to street or alley (min.)	25'
C. Accessory Dwelling Unit/Structure Setbacks	SD-6
C1 Front setback	Behind rear wall of principal building
C2 Side setback	5' min
C3 Side setback corner lot (min.)	25' (reduced to 10' by variance)
C4 Rear setback	5', minimum of 10' from any structure
C5 Rear setback adjacent to alley for garages (min.)	20'
C6 Structures housing livestock (min.)	N/A
D. Parking Setbacks	SD-6
D1 From primary street	See infill standards
E. Height	SD-6
E1 Principal building(s) (max)	30', 2 story
E2 Accessory Dwelling Unit(s)/Structure(s) (max)	Less than principal building
E3 Accessory structure agricultural use	15'
F. Pedestrian Access	SD-6
F1 Street-facing primary entrance along street	yes

ANALYSIS

In the opinion of the Planning Department the proposed Final Plat request could meet the criteria for final plat review and approval of Section 3.12.2.C of the UDC.

CONDITIONS OF APPROVAL

Any condition attached to the approval of a final plat by the Mayor and Board of Aldermen shall run with the land and shall be binding upon the applicants, their heirs, successors, and assigns for the duration of the subdivision. The following conditions are recommended by City Staff:

1. Items to be completed prior to the first TCO (Temporary Certificate of Occupancy) or CO (Certificate of Occupancy) of any structure in Phase 2. A surety in the amount of 150% of the estimated value of improvements is being held until all items are satisfactorily completed, inspected and approved.
 - a. Street signage and temporary striping
 - b. Pedestrian trail for phase 2 including all necessary grading
 - c. 6' Privacy fence along northern property line of lots 12-26
 - d. Repair of concrete pipe joints
 - e. Modification of grate inlet #15
2. Items to be completed before final acceptance of the infrastructure for both Phases 1 & 2. A surety in the amount of 150% of the estimated value of improvements, except as noted below is being held until all items are satisfactorily completed, inspected and approved.
 - a. Top layer of asphalt (200% of final asphalt layer)
 - b. Final striping
 - c. Landscape buffer along northern property line of lots 12-26 (Install in conjunction with CO for each lot)
 - d. Sidewalk along frontage (Install in conjunction with CO for each lot)
 - e. Common area sidewalk between Lots 35 & 36 (Built in conjunction with the sidewalk poured for those lots)
 - f. Phase 1 & 2 pipe cleaning at the conclusion of the majority of house construction
 - g. Dead end signage and barricade
 - h. Landscaping and grass strip damage near entrance
 - i. Curb damage and ponding area repairs

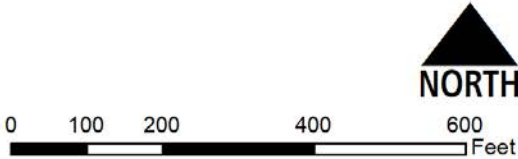
Attachment 1
FP 22-02 Aerial



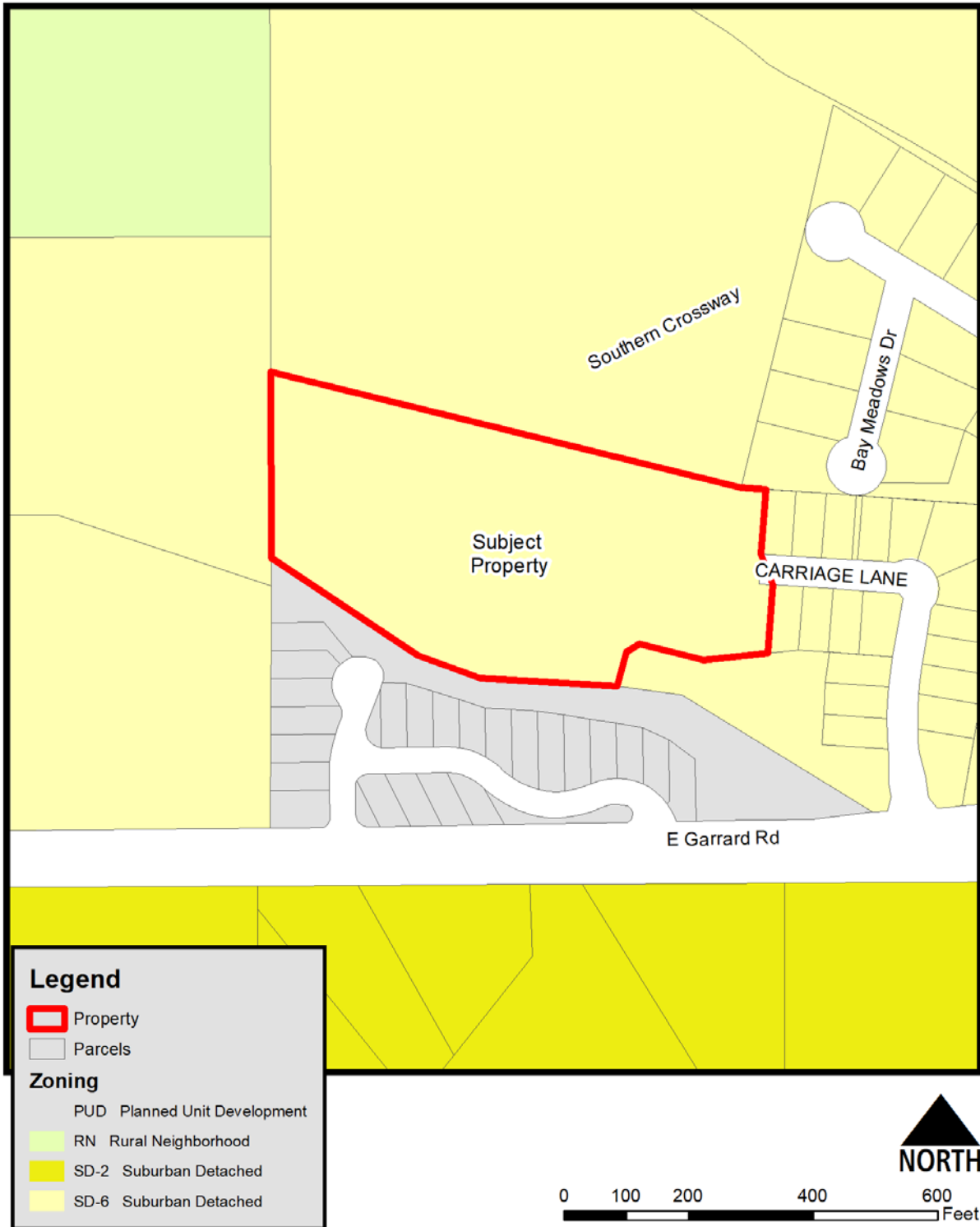
Legend

 Property

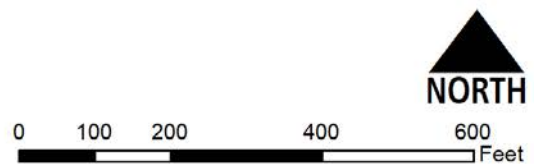
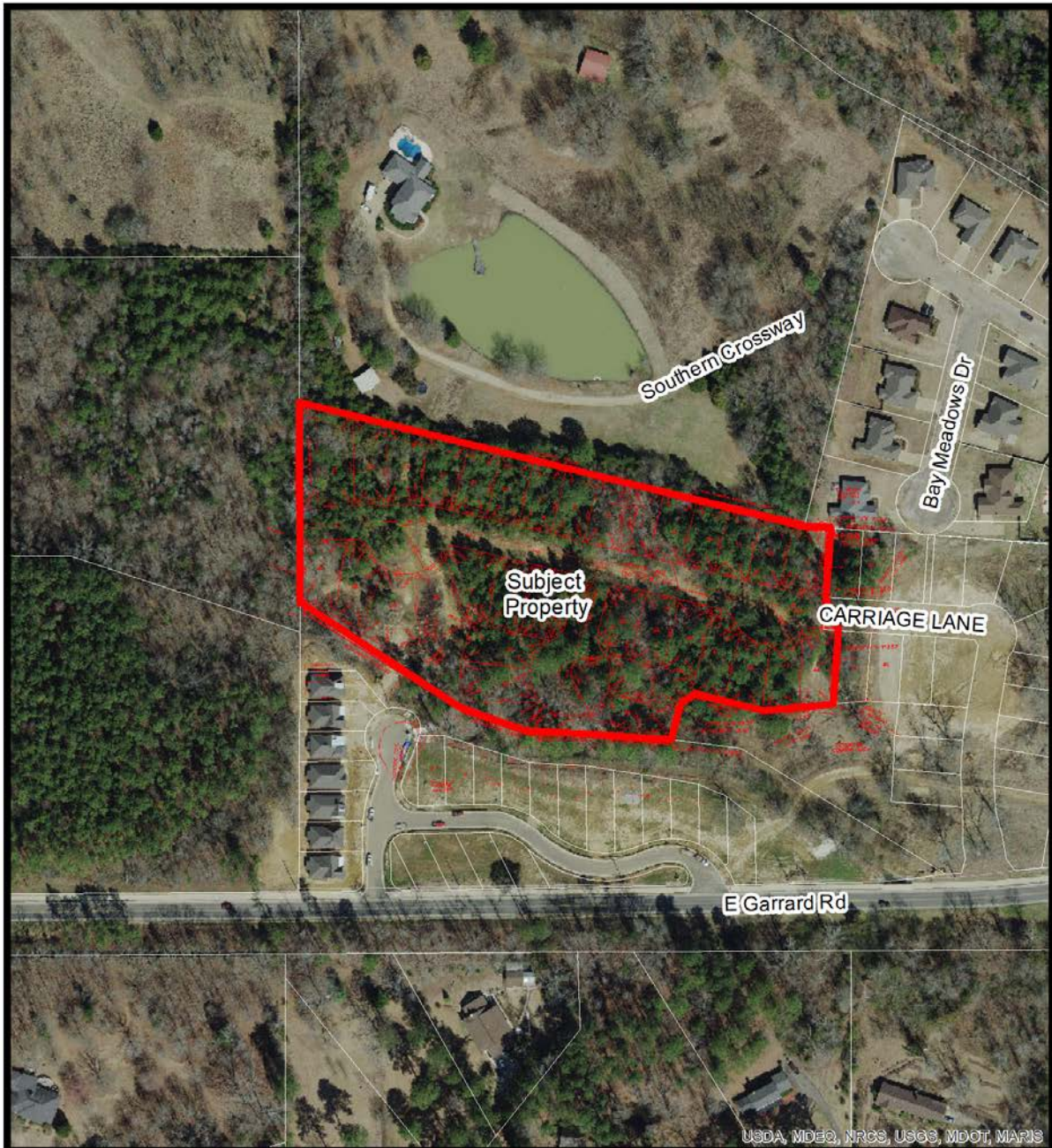
 Parcels



Attachment 2
FP 22-02 Zoning



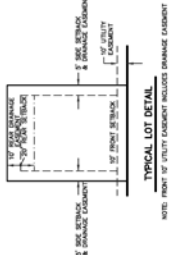
Attachment 3
FP 22-02 Plat Overlay



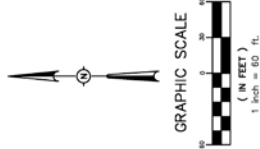
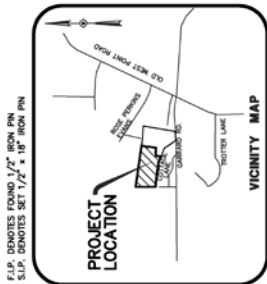
Attachment 4- Final Plat

PORTICO, PHASE 2
SITUATED IN THE
NORTH 1/2 OF SECTION 26
T 19 N - R 14 E, STARKVILLE,
OKTIBBEHA COUNTY, MISSISSIPPI

PLATTED & SURVEYED BY
H D LANG AND ASSOCIATES, INC.
ENGINEERS / LAND SURVEYORS
4099 NORTH STATE STREET
JACKSON, MISSISSIPPI
800 352-4886



- NOTES:
1. THIS SUBDIVISION LIES WITHIN THE LIMITS ESTABLISHED BY THE MISSISSIPPI DEPARTMENT OF REVENUE TO THE FIRM MAP NUMBER 280302048 E, EFFECTIVE FEBRUARY 17, 2010.
 2. DIMENSIONS ALONG CURVES ARE CHORD DISTANCES.
 3. SURVEY CLASSIFICATION "S".
 4. ALL DIMENSIONS ARE IN FEET, NORTH REFERENCED TO THE WEST LINE OF PORTICO, PHASE 1.
 5. 1/2" x 18" IRON PINS SET AT ALL LOT CORNERS.
 6. AREA = 6.43 ACRES, MORE OR LESS.
 7. DATE OF FIELD SURVEY: SEPTEMBER 14, 2021.
 8. DATE OF PREPARATION OF PLAT: JANUARY 14, 2022.
 9. ALL DIMENSIONS AND AREAS TO BE MAINTAINED BY THE HOME OWNERS ASSN.
 10. ZONED SD-4.



LOT AREAS	
LOT NO.	AREA
12	0.1353 AC.
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100	0.1353 AC.

RIGHT-OF-WAY CURVE DATA	
①	Δ = 115.180° R = 115.180' L = 20.00'
②	Δ = 115.180° R = 115.180' L = 20.00'
③	Δ = 115.180° R = 115.180' L = 20.00'
④	Δ = 115.180° R = 115.180' L = 20.00'
⑤	Δ = 115.180° R = 115.180' L = 20.00'
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PLATTED & SURVEYED BY
H D LANG AND ASSOCIATES, INC.
ENGINEERS / LAND SURVEYORS
4099 NORTH STATE STREET
JACKSON, MISSISSIPPI
601 362-4886

SURVEYOR'S CERTIFICATE
STATE OF MISSISSIPPI
COUNTY OF OXBOW
CITY OF STARVILLE

I, Donald L. McDaniel, Professional Surveyor, do hereby certify that at the request of the undersigned Owner, I have subdivided and platted the following described parcel of land being situated in the North ½ of Section 28, T8N-34E in the City of Starville, Oxbow County, Mississippi:

Witness my signature this the _____ day of _____, 20__

Donald L. McDonald, Mississippi Professional Surveyor #2847

I, James B. Horton, hereby certify that this plot correctly represents a plan made by me or under my supervision, that all improvements and requirements of the City of Starkville, Mississippi, subdivision standards have been fully complied with.

Date of Execution

Jason B. Horton,
Professional Engineer #20506

We, the undersigned owners or lien holder of the real estate shown and described herein, do hereby certify that we have held off, platted, and subdivided, and do hereby lay off, plat and subdivide the real estate in accordance with the within plat.

Date of Execution

William K. Pace, P.O. Box 2756
Madison, MS 39130-2756

Date of Execution

Todd Sandridge, P.O. Box 2756
Madison, MS 39130-2756

Date of Execution

Cody Childrens, P.O. Box 2756
Madison, MS 39130-2756

Date of Execution

Date of Execution

Kathleen M. Partner,

Date of Execution _____

Lien Holder

Notary Public

Date of Execution

Pursuant to the subdivision standards of the City of Starkville, Mississippi's Unified Development Code, this document was approved by the Development Review Committee. All of the conditions of approval having been completed, this document is hereby accepted, and this certificate executed under the authority of these regulations.

Date of Execution _____ Engineering Department _____

_____ Date of Execution _____ Planning Department _____

Date of Execution

Fire Department

Date of Execution

Utility Department -- Water/Sewer

Date of Execution	Utility Department - Electric
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Pursuant to the approved requirements of the City of Stirling, Massachusetts' Unified Development Code, this document was given approval by the Mayor and Board of Aldermen at a meeting held on this _____ day of _____, 20____.

All of the conditions of approval having been completed, this document is hereby accepted, and the certificate enclosed under authority of these regulations, provided, and this acceptance is subject to the condition that the applicant shall pay the charges herein specified at or before the date indicated, unless this part is filed with the clerk of the city at least thirty days prior to the expiration of the time specified above.

Date of Execution	Lynn Scrull, Mayor, City of Starkville, Mississippi
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Date of Execution

Lena Hardin, City Clerk
City of Starkville, Mississippi

CERTIFICATE OF ACCURACY
STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA

I, Donald L. McDonald, do hereby certify that this plat correctly represents a survey and plan made by me or under my supervision that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all requirements of the City of Knoxville, Mississippi, subdivision standards have been fully complied with.

Date of Execution

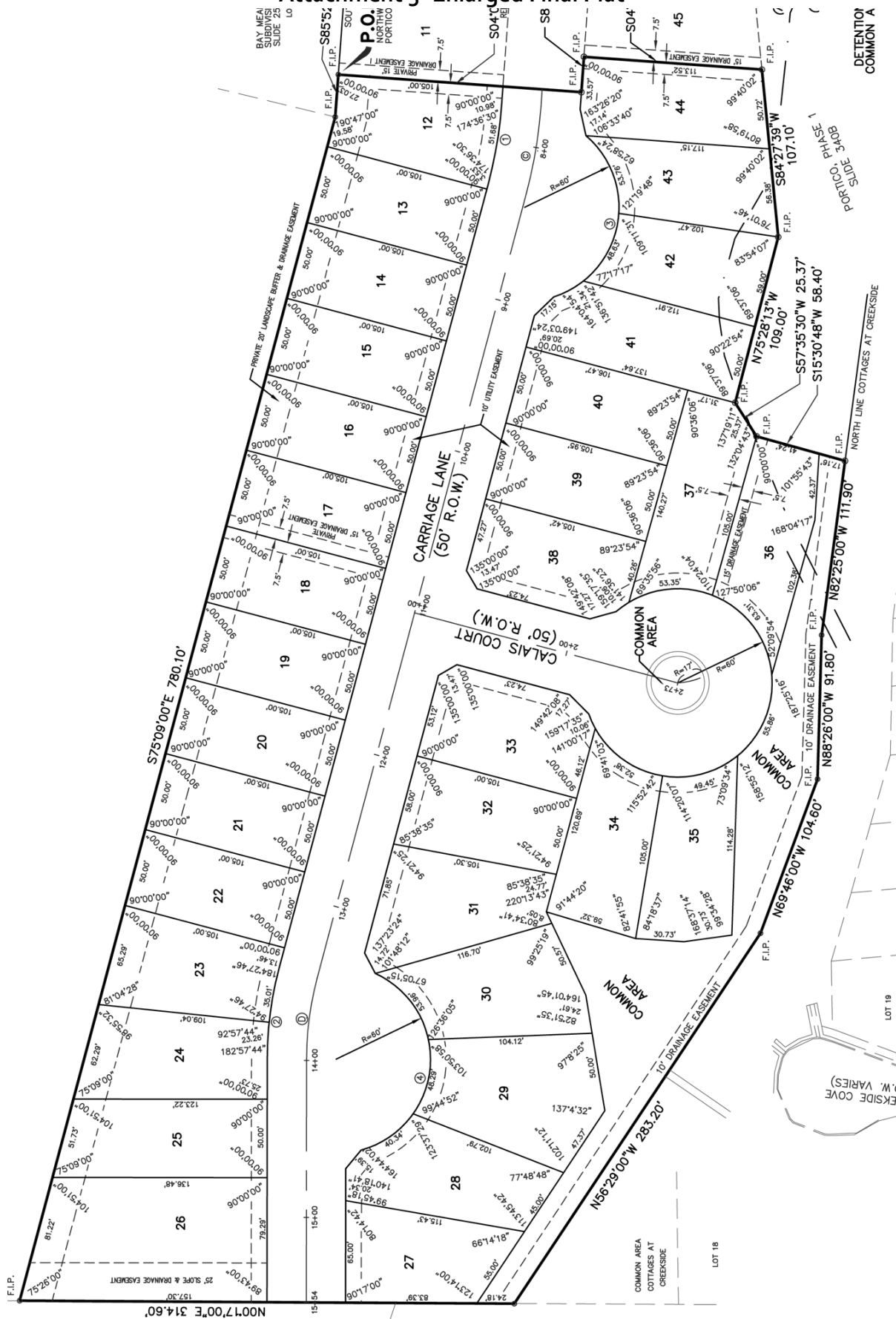
Donald L. McDonald,
Professional Surveyor #2847.

CERTIFICATE OF RECORDING
STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA

This document, Number _____, filed for record
on this the _____ day of _____,
20____.

Sharon Libergaton, Chancery Clerk
Oktawbe County, Mississippi

MEAL
DIVISI
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Planning & Zoning Commission

2022 Meeting Schedule

Submittal Type Deadline				Meeting Date
Public Hearing:	Public Meeting:	Public Meeting:		
Rezoning (Sec. 3.1)	Preliminary Plat (Sec. 3.12)	Conceptual Master Plan (Sec. 3.3)		
Special Exception (Sec. 3.4)	Final Plat (Sec. 3.12)			
Use Exception (Sec. 3.5)				
PUD (Sec. 3.2)				
Wednesday, December 15, 2021	Tuesday, December 28, 2021	Wednesday, December 22, 2021	Tuesday, January 11, 2022	
Wednesday, January 12, 2022	Tuesday, January 25, 2022	Friday, January 21, 2022	Tuesday, February 8, 2022	
Wednesday, February 9, 2022	Tuesday, February 22, 2022	Friday, February 18, 2022	Tuesday, March 8, 2022	
Wednesday, March 16, 2022	Tuesday, March 29, 2022	Friday, March 25, 2022	Tuesday, April 12, 2022	
Wednesday, April 13, 2022	Tuesday, April 26, 2022	Friday, April 22, 2022	Tuesday, May 10, 2022	
Wednesday, May 18, 2022	Tuesday, May 31, 2022	Friday, May 27, 2022	Tuesday, June 14, 2022	
Wednesday, June 15, 2022	Tuesday, June 28, 2022	Friday, June 24, 2022	Tuesday, July 12, 2022	
Wednesday, July 13, 2022	Tuesday, July 26, 2022	Friday, July 22, 2022	Tuesday, August 9, 2022	
Wednesday, August 17, 2022	Tuesday, August 30, 2022	Friday, August 26, 2022	Tuesday, September 13, 2022	
Wednesday, September 14, 2022	Tuesday, September 27, 2022	Friday, September 23, 2022	Tuesday, October 11, 2022	
Wednesday, October 12, 2022	Tuesday, October 25, 2022	Friday, October 21, 2022	Tuesday, November 8, 2022	
Wednesday, November 16, 2022	Tuesday, November 29, 2022	Friday, November 25, 2022	Tuesday, December 13, 2022	
Wednesday, December 14, 2022	Tuesday, December 27, 2022	Thursday, December 22, 2022	Tuesday, January 10, 2023	
Submittals requiring Development Review Committee review and approval, will only be considered submitted after the requirements of Development Review Committee have been met in accordance with Section 3.				

Meetings begin at 5:30 pm at the City Hall Courtroom located on the first floor at 110 West Main Street unless otherwise noticed