



**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, DECEMBER 10, 2024
1ST FLOOR CITY HALL – COURTROOM
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 OCTOBER 8, 2024.
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. PUBLIC HEARING AND CONSIDERATION OF SE 24-09 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR AN ACCESSORY STRUCTURE WITHIN THE FRONT YARD AT 122 FRONTIER DRIVE IN A TN-E ZONING DISTRICT.
 - B. PUBLIC HEARING AND CONSIDERATION OF SE 24-10 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE PLACEMENT OF AN ACCESSORY DWELLING UNIT AT 309 CENTRAL AVENUE WITHIN A TN-E ZONING DISTRICT.
 - C. DISCUSSION AND CONSIDERATION OF THE PLANNING AND ZONING COMMISSION 2025 MEETING SCHEDULE WITH SUBMISSION DEADLINES.
- VIII. ADJOURN

**APPROVED MINUTES OF THE MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI OCTOBER 8, 2024**

Be it remembered that the Planning and Zoning Commission members of the City of Starkville held a meeting on October 8, 2024, at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

Chairman Jeremiah Dumas, Ward 6; Joe Fratesi, Ward 1; Kelly Prather, Ward 3; and Carl Smith, Ward 4, were physically present at the meeting. Vicki West, Ward 2, attended virtually via Google Meets. Alexis Gregory, Ward 5, and Tommy Verdell, Ward 7, were absent. City Planner Daniel Havelin, Assistant City Planner Lyle McCaskey, and Assistant City Attorney Jason Sharp were physically present.

Chairman Dumas 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 October 8, 2024, as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, OCTOBER 8, 2024
1ST FLOOR CITY HALL – COURTROOM
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 10, 2024.
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. PUBLIC HEARING AND CONSIDERATION OF SE 24-07 A REQUEST FOR A SPECIAL EXCEPTION TO ALLOW FOR THE PLACEMENT OF ONE HOUSE AT 102 PRICE STREET IN A C ZONING DISTRICT.
 - B. PUBLIC HEARING AND CONSIDERATION OF SE 24-08 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE PLACEMENT OF A MANUFACTURED HOME ON A VACANT LOT LOCATED SOUTHEAST OF THE INTERSECTION OF COLLIER ROAD AND ROCK HILL ROAD IN AN RN ZONING DISTRICT.

VIII. ADJOURN

After a discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Fratesi, the motion to approve the official agenda of the Planning and Zoning Commission for October 8, 2024, received unanimous approval.

V. CONSIDERATION FOR THE APPROVAL OF MINUTES

A. CONSIDERATION OF THE UNAPPROVED MINUTES OF SEPTEMBER 10, 2024

After discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Prather, the motion to approve the minutes of the Planning and Zoning Commission for September 10, 2024, received unanimous approval without changes.

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 SE 24-07 A REQUEST FOR A SPECIAL EXCEPTION TO ALLOW FOR THE PLACEMENT OF ONE HOUSE AT 102 PRICE STREET IN A C ZONING DISTRICT.

Assistant City Planner Lyle McCaskey presented the request by Roger Price to allow for the use of "Detached, Dwelling" located at 102 Price Street in a Commercial zoning district. On May 31, 2024, the applicant was issued a demolition permit to remove the house at this location. Now that the previous house has been demolished, the applicant proposes building a replacement. The Unified Development Code requires a Special Exception for "Detached, Dwelling" in a C zoning district. If approved, the SD-6 zoning district dimensional standards will apply.

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code. 16 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 17, 2024. A sign was posted on the property in a conspicuous location. One response to the notification was received after publishing the staff report but prior to the Planning Commission meeting. That response was made available to the Commission.

Chairman Dumas opened the public hearing.

Gator Bishop, Carla Jones, and Carlene Ware came forward to ask questions about the request. Once their questions were answered, they had no issues with the request.

Roger Price came forward in favor of the request.

Calling for and receiving no further comments, Chairman Dumas closed the public hearing.

After a discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Fratesi, the motion to approve SE 24-07 received unanimous approval.

B. PUBLIC HEARING AND CONSIDERATION OF SE 24-08 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE PLACEMENT OF A MANUFACTURED HOME ON A VACANT LOT LOCATED SOUTHEAST OF THE INTERSECTION OF COLLIER ROAD AND ROCK HILL ROAD IN AN RN ZONING DISTRICT.

Assistant City Planner Lyle McCaskey presented the request by Kennedy Robinson to allow for the use of "Dwelling, Manufactured and Modular Home" in a Rural Neighborhood zoning district. The applicant is seeking a special exception to allow for the placement of a manufactured home on a vacant lot. The Unified Development Code requires a Special Exception for "Dwelling, Manufactured and Modular Home" in an RN zoning district.

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code. 9 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 17, 2024. 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.

Chairman Dumas opened the public hearing.

Yovonka Chanler and Kennedy Robinson came forward to speak in favor of the request. Ms. Robinson also requested that the additional standards for the use be altered to allow for the structure's placement east-west on the property, with the front door facing south.

Calling for and receiving no further comments, Chairman Dumas closed the public hearing.

After a discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Smith, the Commission voted unanimously to approve SE 24-08 and waive additional standard number five so the structure can be placed running east to west with the front door facing south.

VIII. ADJOURN

There came for consideration the matter of the approval of the motion to adjourn until 5:30 p.m. on November 12, 2024, 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 October 8, 2024, in the Courtroom located at 110 West Main Street, Starkville MS by Commissioner Smith, duly seconded by Commissioner Fratesi, the motion was unanimously approved.

Jeremiah Dumas, 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)
Lyle McCaskey, Assistant City Planner (662-323-2525 ext. 3130)
Subject: Public Hearing and consideration of SE 24-09 a request for Special Exception to allow for an accessory structure within the front yard at 122 Frontier Drive in a TN-E zoning district
Date: December 10, 2024

The purpose of this report is to provide information regarding a Special Exception request by Norma Hendrix to allow for an accessory structure within the front yard at 122 Frontier Drive in a TN-E zoning with property #118K-00-030.00. Please see attachments 1- 3.

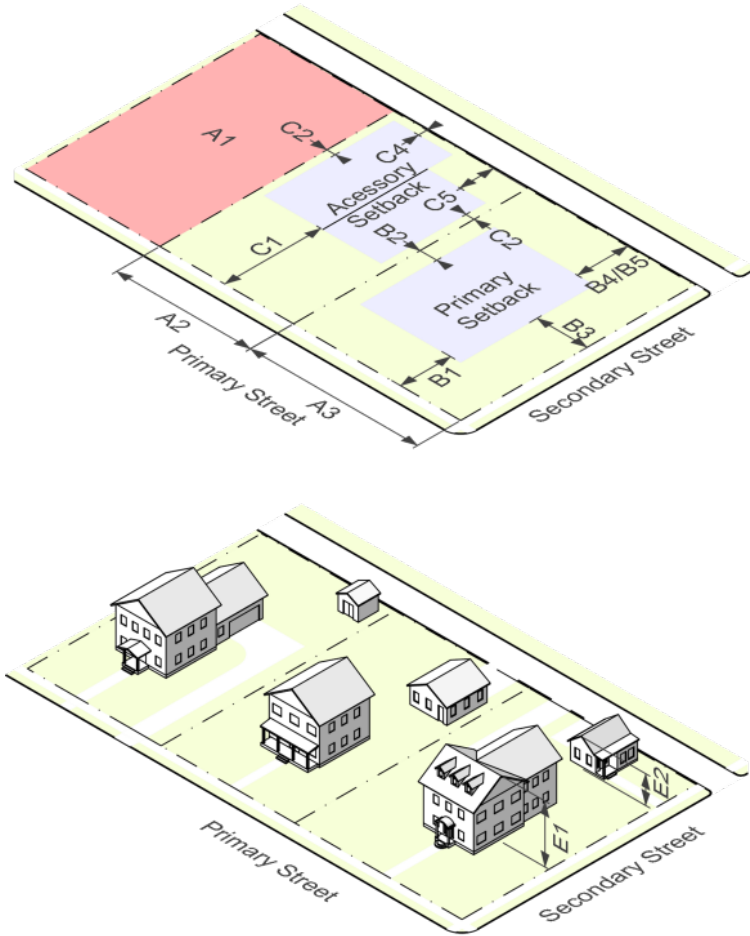
BACKGROUND INFORMATION

The applicant is seeking a Special Exception to be allowed to keep an open-air gazebo accessory structure in the front yard. The structure was built in 2023 without prior approval. Section 13.9.1.B.4.b states "A covered open-air structure shall not occupy any part of a required front yard unless it is part of the principal structure and meets current building code". The property is located on a corner lot with two front yards. Section 3.4 states "A special exception shall also include any request to deviate from the Use Standards, Development Standards, Subdivision Standards, or Base Dimensional Standards that are non-dimensional in nature". Since the requirement to not place the structure in the front yard is located within the Use Standards of the Unified Development Codes and the request is not dimensional in nature, the request is being reviewed as a Special Exception. Approval of the request is required to keep the structure in its current location.

Section 13.9.1 Accessory Use Or Structures (Excluding Dwellings)

- A. Definition:** An accessory use or structure that is incidental and subordinate to the principal use of the principal building. Structures with a kitchen area, full bathroom, electricity, and is heated or cooled shall be considered accessory dwellings.
- B. Accessory use or structure for residential uses**
1. **Covered, open-air structure**
 - a. No covered, open-air structure shall be erected within five (5) feet of a property line.
 - b. A covered open-air structure shall not occupy any part of a required front yard unless it is part of the principal structure and meets current building code

Section 6.3.4. Base Dimensional Standards



Detached and Attached Duplex Dwelling	
A. Lot Dimensions	TN-E
A1 Lot size per unit in sq. ft (min.)	5500
A2 Lot width (min.)	45'
A3 Lot width at corner (min.)	55'
B. Principal Building Setbacks	TN-E
B1 Front setback	15' or see infill standards
B. Principal Building Setbacks (cont.)	TN-E

CRITERIA FOR SPECIAL EXCEPTION REVIEW AND APPROVAL (Section 3.4.1)

1. **Site suitability.** The proposed location of the structure and use has adequate space for development, adequate access to the site, fits contextually with the surrounding area, and has been properly designed for any environmental constraints.
2. **Traffic.** There is no undue nuisance or serious hazard to pedestrian or vehicular traffic in the surrounding area by the proposed structure and use.

3. **Immediate neighborhood impact.** The proposed structure and use is not detrimental, injurious, obnoxious, or offensive to other properties in the neighborhood. Negative impacts can include excessive trip generation, noise, vibration, dust, glare, heat, smoke, fumes, gas, odors, and inappropriate hours of operation.
4. **Availability of public services.** The proposed structure and use is adequately served by sewer, water, electricity, fire protection, police protection, and provides for any stormwater requirements.
5. **Site Plan.** A site plan shall be reviewed by the Development Review Committee prior to review by the Planning and Zoning Commission. This review shall be to determine if elements have been adequately provided on the plan. These elements can include, but are not limited to: parking areas, loading areas, buffers, screening, landscaping, and signage. Additional approval by the Development Review Committee may be required for site plan approval after approval of a special exception.
6. **Impact on property values.** The proposed location of the structure and use will not cause or contribute to a decline in property values of surrounding properties.
7. **Consistency with Comprehensive Plan.** The proposed special exception is consistent with the goals, objectives, and policies of the Comprehensive Plan.
8. **Additional Standards.** All associated additional standards for the proposed building, sign, accessory structure, or site associated with the use have been adequately provided for on the site plan.

ABANDONMENT OR DISCONTINUANCE (Section 3.4.3.K)

Any built structure or site associated with an approved special exception may continue with the associated use unless the use is made a nonconformity by any subsequent zoning ordinance and/or action by the Board of Aldermen. All nonconformities shall be regulated in accordance with section 3.17. If a specific time is not set as part of the approval of a special exception, the special exception shall expire within 18 months if no building permit has been issued and/or construction activities have ceased on the site. A special exception for any sign type shall expire upon the abandonment or discontinuance of the use or business. Reapplication for a special exception for sign will be required.

NOTIFICATION

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

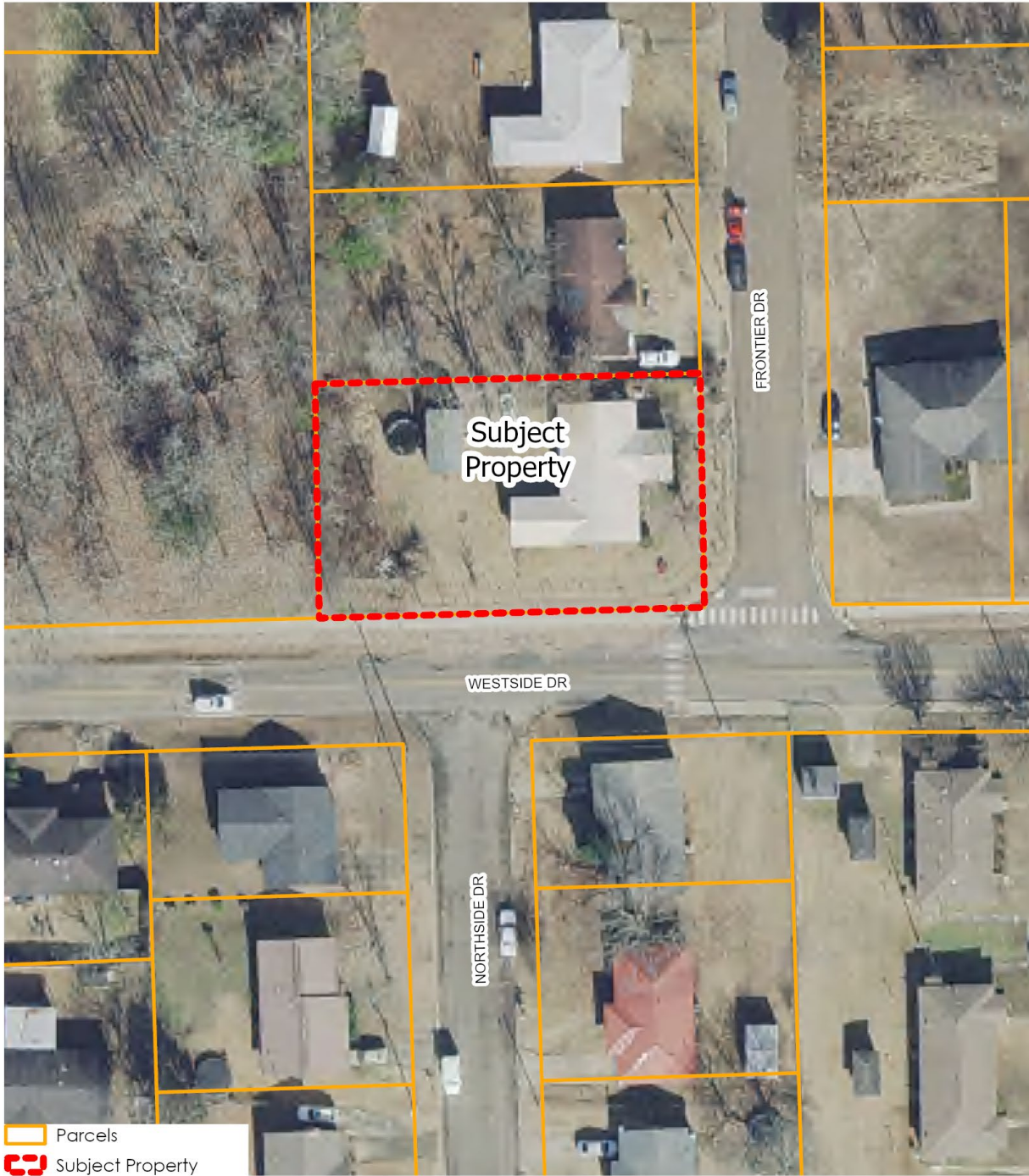
1. 14 property owners of record within 160 feet of the subject property were notified directly by mail of the request.
2. A legal ad was published in the Starkville Daily News on November 20, 2024.
3. A sign was posted on the property in a conspicuous location.

As of this date, the Planning Office has received no response from the notifications.

CONDITIONS OF APPROVAL

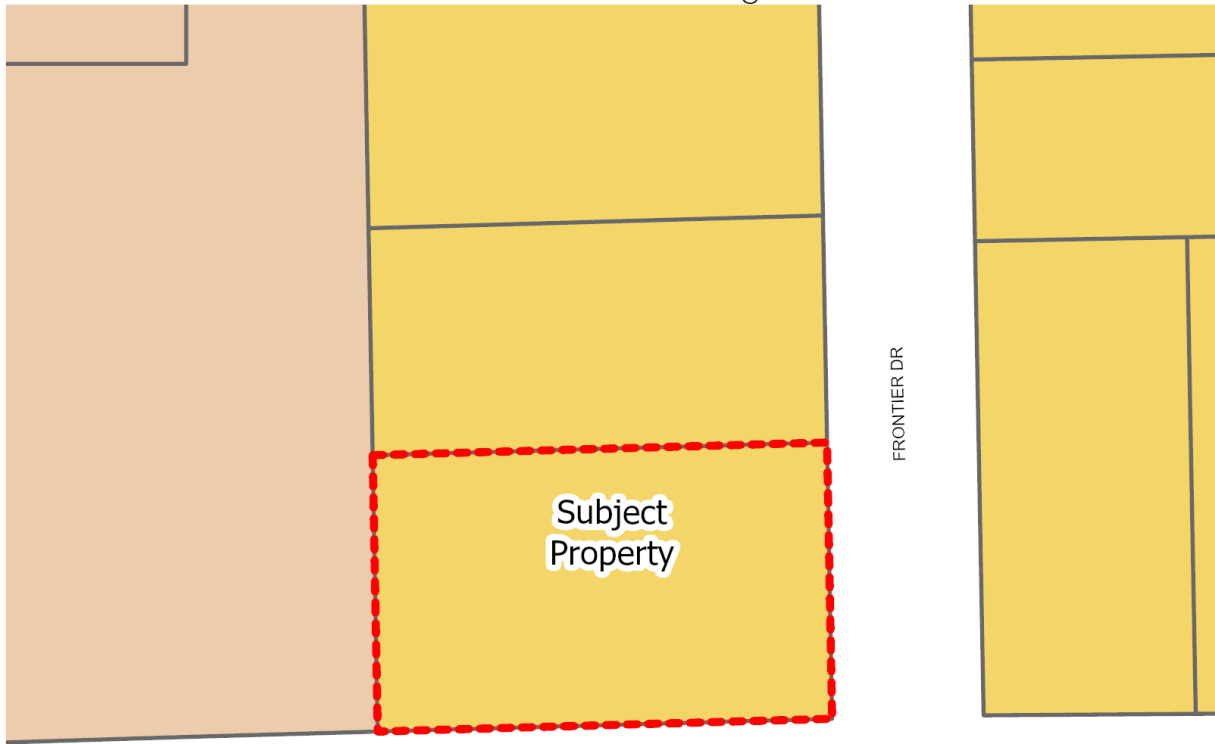
Any condition attached to the approval of a special exception by the Mayor and Board of Aldermen shall run with the land and shall be binding upon the applicants, their heirs, successors, and assigns for the duration of the use of the building, sign, accessory structure, or site (Section 3.4.3.J).

Attachment 1
SE 24-09 Aerial

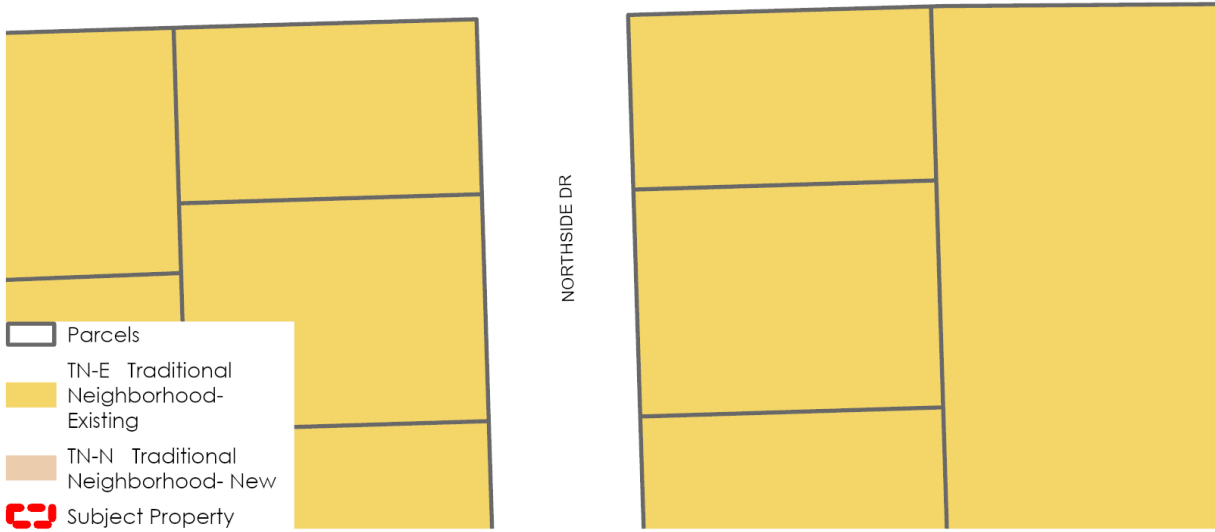


HISTORIC
STARKVILLE
MISSISSIPPI'S COLLEGE TOWN

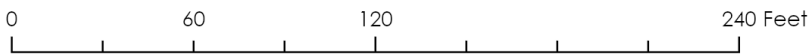
Attachment 2
SE 24-09 Zoning



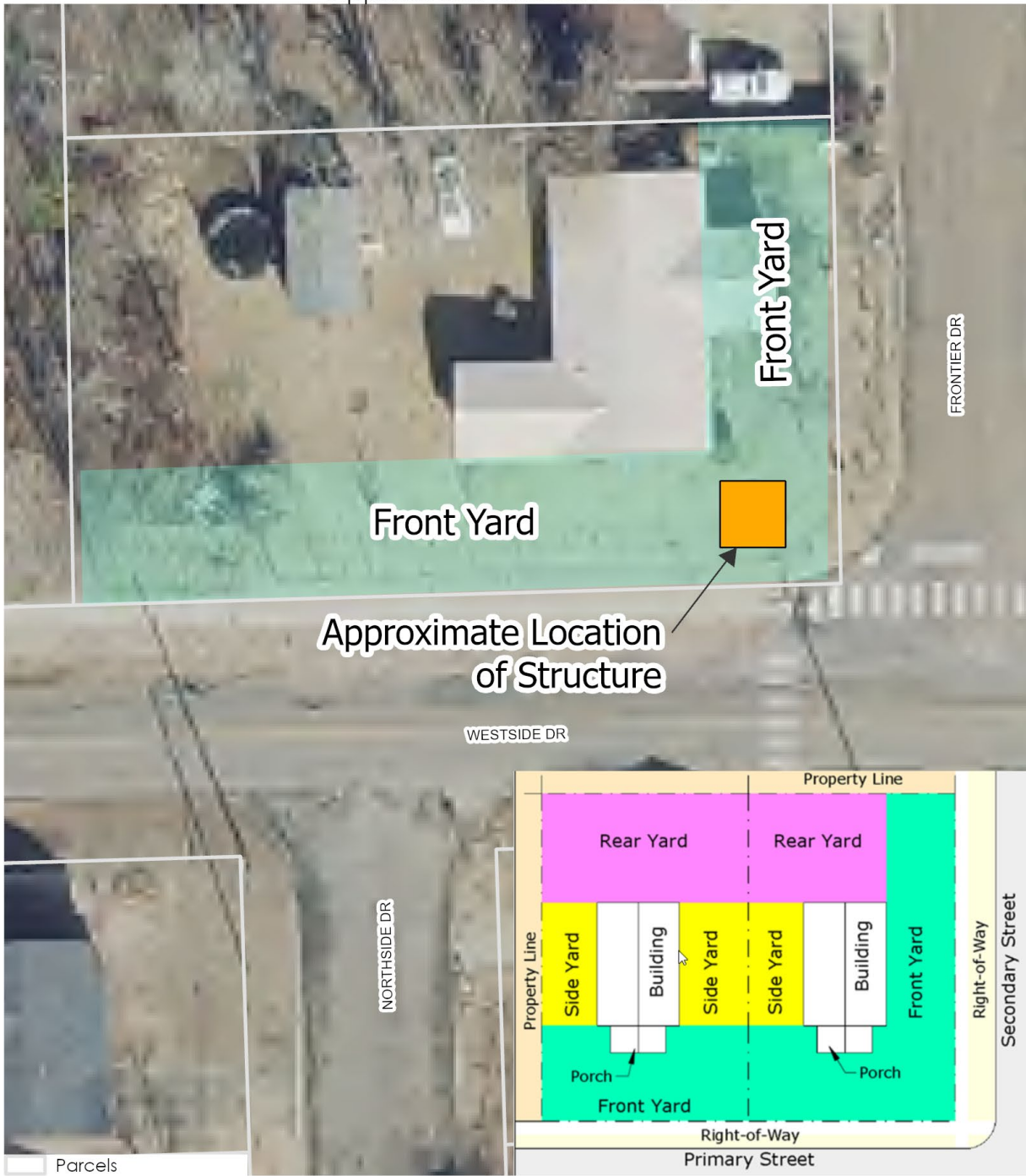
WESTSIDE DR



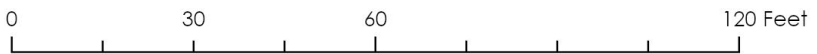
- Parcels
- TN-E Traditional Neighborhood-Existing
- TN-N Traditional Neighborhood- New
- Subject Property



Attachment 3
Approximate Location of Structure



Parcels



Attachment 4- Images of the Existing Structure



STAFF REPORT

To: Members of the Planning & Zoning Commission
From: Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Lyle McCaskey, Assistant City Planner (662-323-2525 ext. 3130)
Subject: Public Hearing and consideration of SE 24-10 a request for Special Exception to allow for the placement of an Accessory Dwelling Unit at 309 Central Avenue within a TN-E zoning district
Date: December 10, 2024

The purpose of this report is to provide information regarding a Special Exception request by Sule Ali to allow for the placement of an Accessory Dwelling Unit at 309 Central Avenue within a TN-E zoning district with property #1181-00-051.00. Please see attachments 1- 4.

BACKGROUND INFORMATION

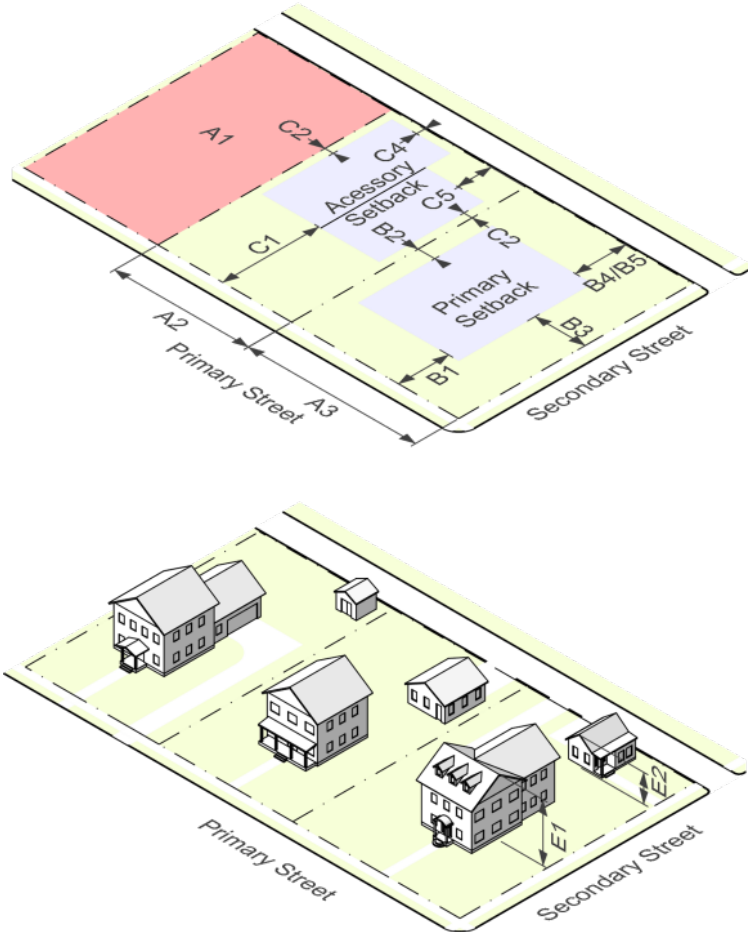
The applicant is seeking a Special Exception to construct a two-bedroom, two-bath accessory dwelling unit in the rear yard. The proposed unit is approximately 530 sqft. The existing primary structure is listed at 1,204 sqft by the Oktibbeha County Tax Assessor. The Use Chart in Section 13.3 of the Unified Development Code requires a Special Exception for "Dwelling, Accessory Unit" in a TN-E zoning district. The proposed use requires constructing a new building and a major modification to an existing site. Therefore, the request will be reviewed as a Special Exception. Section 3.4. of the Unified Development Code also requires that the Special Exception meet the additional standards for that use.

Section 13.5.2 Dwelling, Accessory Unit

- A. Definition:** A residential structure containing one (1) dwelling unit that is auxiliary to the principal dwelling unit(s) on the same lot and that have an independent means of entry into the dwelling unit. This includes, but is not limited to dwelling units in guest houses, pool houses, carriage houses, and garage apartments above or beside a garage. An accessory structure shall be considered an accessory dwelling if it includes all of the following: kitchen area, full bathroom, electricity, and is heated or cooled.
- B. Parking:** One (1) parking space per bedroom for all new construction.
- C. Loading:** Loading/unloading areas accommodating delivery of materials to and from the premises are not permitted or required.
- D. Additional Standards:**
 - 1. An accessory dwelling unit footprint cannot exceed fifty percent (50%) of the footprint of the principal dwelling or six hundred (600) square feet, whichever is less.
 - 2. There can be no more than two (2) bedrooms per accessory dwelling unit and only one (1) accessory dwelling unit per lot.
 - 3. An accessory dwelling unit must be a complete living space with both kitchen and bathroom facilities.
 - 4. No more than two adults may reside in an accessory dwelling unit.

5. The design of the accessory dwelling unit shall be in harmony with the principal dwelling in regards to massing, materials, and location.
6. A home occupation is allowed within an accessory dwelling with proper approvals.
7. See zoning district general provisions for density requirements and other standards.
8. See zoning district base dimensional standards for location, setbacks, and height requirements.

Section 6.3.4. Base Dimensional Standards



Detached and Attached Duplex Dwelling	
A. Lot Dimensions	TN-E
A1 Lot size per unit in sq. ft (min.)	5500
A2 Lot width (min.)	45'
A3 Lot width at corner (min.)	55'
B. Principal Building Setbacks	TN-E
B1 Front setback	15' or see infill standards
B. Principal Building Setbacks (cont.)	TN-E

CRITERIA FOR SPECIAL EXCEPTION REVIEW AND APPROVAL (Section 3.4.1)

1. **Site suitability.** The proposed location of the structure and use has adequate space for development, adequate access to the site, fits contextually with the surrounding area, and has been properly designed for any environmental constraints.
2. **Traffic.** There is no undue nuisance or serious hazard to pedestrian or vehicular traffic in the surrounding area by the proposed structure and use.
3. **Immediate neighborhood impact.** The proposed structure and use is not detrimental, injurious, obnoxious, or offensive to other properties in the neighborhood. Negative impacts can include excessive trip generation, noise, vibration, dust, glare, heat, smoke, fumes, gas, odors, and inappropriate hours of operation.
4. **Availability of public services.** The proposed structure and use is adequately served by sewer, water, electricity, fire protection, police protection, and provides for any stormwater requirements.
5. **Site Plan.** A site plan shall be reviewed by the Development Review Committee prior to review by the Planning and Zoning Commission. This review shall be to determine if elements have been adequately provided on the plan. These elements can include, but are not limited to: parking areas, loading areas, buffers, screening, landscaping, and signage. Additional approval by the Development Review Committee may be required for site plan approval after approval of a special exception.
6. **Impact on property values.** The proposed location of the structure and use will not cause or contribute to a decline in property values of surrounding properties.
7. **Consistency with Comprehensive Plan.** The proposed special exception is consistent with the goals, objectives, and policies of the Comprehensive Plan.
8. **Additional Standards.** All associated additional standards for the proposed building, sign, accessory structure, or site associated with the use have been adequately provided for on the site plan.

ABANDONMENT OR DISCONTINUANCE (Section 3.4.3.K)

Any built structure or site associated with an approved special exception may continue with the associated use unless the use is made a nonconformity by any subsequent zoning ordinance and/or action by the Board of Aldermen. All nonconformities shall be regulated in accordance with section 3.17. If a specific time is not set as part of the approval of a special exception, the special exception shall expire within 18 months if no building permit has been issued and/or construction activities have ceased on the site. A special exception for any sign type shall expire upon the abandonment or discontinuance of the use or business. Reapplication for a special exception for sign will be required.

NOTIFICATION

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

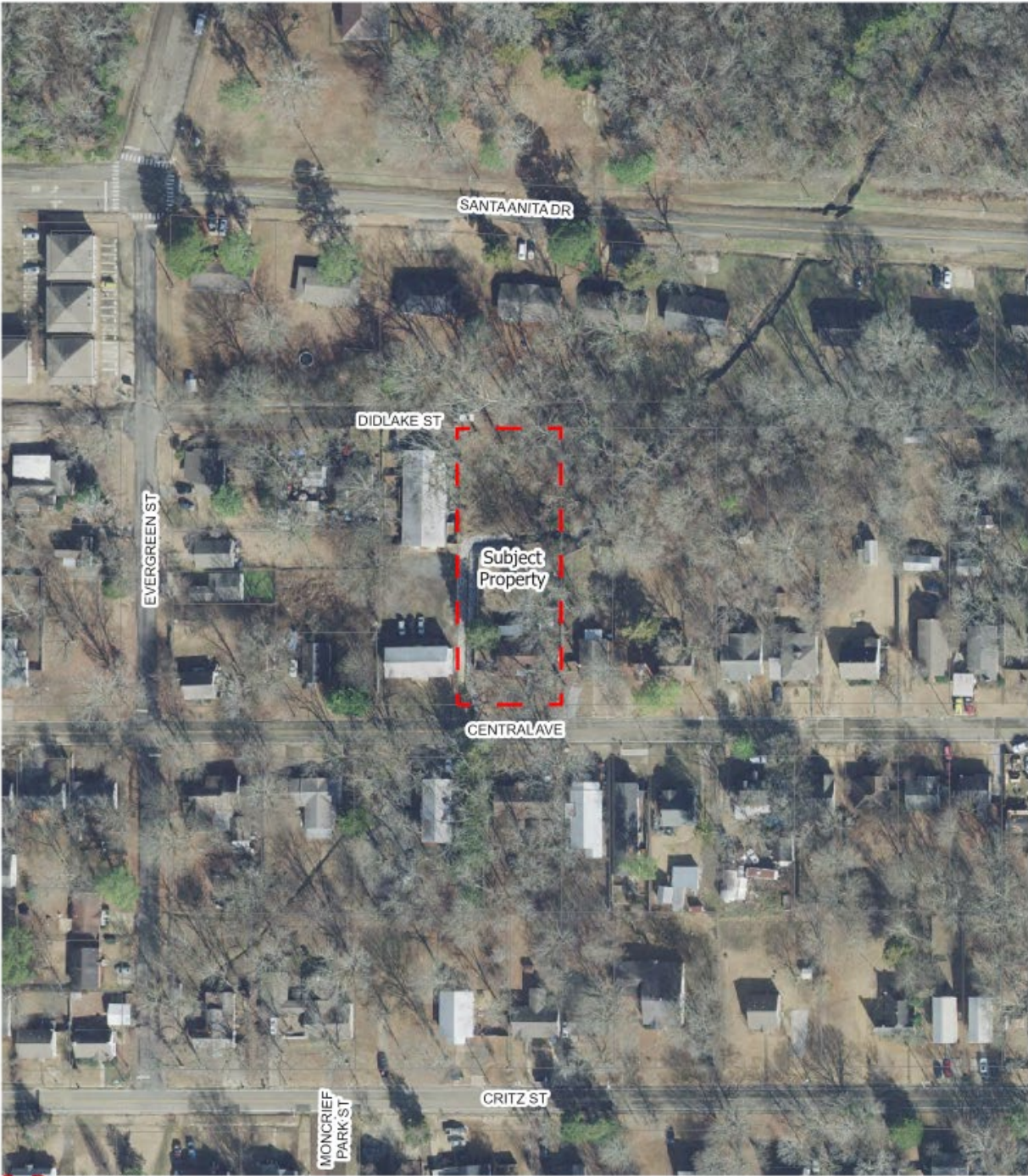
1. 21 property owners of record within 160 feet of the subject property were notified directly by mail of the request.
2. A legal ad was published in the Starkville Daily News on November 20, 2024.
3. A sign was posted on the property in a conspicuous location.


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

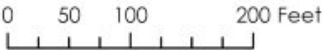
CONDITIONS OF APPROVAL

Any condition attached to the approval of a special exception 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 use of the building, sign, accessory structure, or site (Section 3.4.3.J).

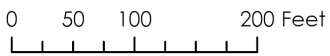
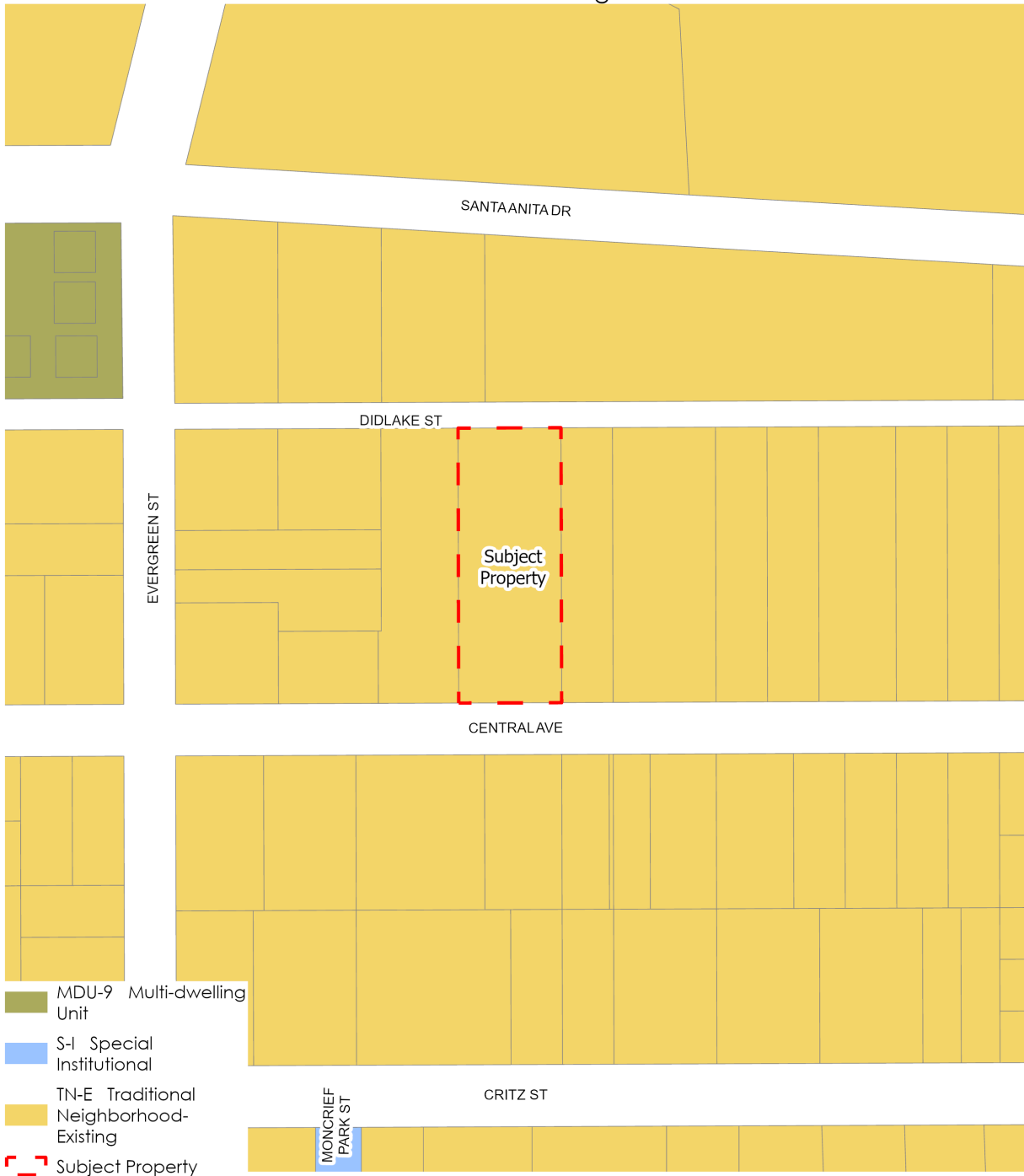
Attachment 1
SE 24-10 Aerial



 Subject Property



Attachment 2
SE 24-10 Zoning



Attachment 3- Site Plan



PROPOSED ADU @ 309 Central Ave.
AS: 1" = 20'

EXISTING APARTMENTS

Ryan Architects
1/9/24

309 Central Avenue



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) Lyle McCaskey, Assistant City Planner (662-323-2525 ext. 3130)
Subject:	Discussion and consideration of the Planning and Zoning Commission 2025 meeting schedule with submission deadlines.
Date:	December 10, 2024

Submittal Type Deadline		Meeting Date
Public Hearing: Rezoning (Sec. 3.1) Special Exception (Sec. 3.4) Use Exception (Sec. 3.5) PUD (Sec. 3.2)	Non-Advertised Public Meeting: Preliminary Plat (Sec. 3.12) Final Plat (Sec. 3.12)	
Wednesday, December 18, 2024	Tuesday, December 31, 2024	Wednesday, December 25, 2024
Wednesday, January 15, 2025	Tuesday, January 28, 2025	Friday, January 24, 2025
Wednesday, February 12, 2025	Tuesday, February 25, 2025	Friday, February 21, 2025
Wednesday, March 12, 2025	Tuesday, March 25, 2025	Friday, March 21, 2025
Wednesday, April 16, 2025	Tuesday, April 29, 2025	Friday, April 25, 2025
Wednesday, May 14, 2025	Tuesday, May 27, 2025	Friday, May 23, 2025
Wednesday, June 11, 2025	Tuesday, June 24, 2025	Friday, June 20, 2025
Wednesday, July 16, 2025	Tuesday, July 29, 2025	Friday, July 25, 2025
Wednesday, August 13, 2025	Tuesday, August 26, 2025	Friday, August 22, 2025
Wednesday, September 17, 2025	Tuesday, September 30, 2025	Friday, September 26, 2025
Thursday, October 16, 2025	Wednesday, October 29, 2025	Saturday, October 25, 2025
Wednesday, November 12, 2025	Tuesday, November 25, 2025	Friday, November 21, 2025
Wednesday, December 17, 2025	Monday, December 30, 2024	Thursday, December 25, 2025
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		