

**APPROVED MINUTES OF THE MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI MARCH 14, 2023**

Be it remembered that the Planning and Zoning Commission members of the City of Starkville held a meeting on March 14, 2023, at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS.

There being physically present at the meeting were Kim Moreland, Ward 1, Carl Smith, Ward 4, and Alexis Gregory, Ward 5. Joining virtually VIA the Google Meets platform were Chairman Jeremiah Dumas, Ward 6, Kelly Prather, Ward 3, and Vicki West, Ward 2. Absent from the meeting was Tommy Verdell Jr., Ward 7. Physically present attending the Commissioners were City Planner Daniel Havelin, Assistant City Planner Lyle McCaskey, and City Attorney Berk Huskison.

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 March 14, 2023, as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY MARCH 14, 2023
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 FEBRUARY 14, 2023
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. DISCUSSION AND CONSIDERATION OF CMP 23-01 A REQUEST FOR A RENEWAL OF A CONCEPTUAL MASTER PLAN TO DETERMINE USE DESIGNATIONS FOR TWO PARCELS ZONED OPTIONAL DISTRICT LOCATED ON HIGHWAY 25 WITH THE PARCEL NUMBERS 119 -29-006.02 AND 119 -32-002.01.
 - B. DISCUSSION AND CONSIDERATION OF FP 23-03 A REQUEST FOR FINAL PLAT APPROVAL FOR "ENCORE SUBDIVISION" LOCATED ON THE NORTH SIDE OF ACADEMY ROAD AND THE SOUTH SIDE OF LYNN LANE DIRECTLY EAST OF

STARKVILLE ACADEMY IN A C ZONING DISTRICT WITH THE PARCEL NUMBER 102I-00-013.06.

- C. DISCUSSION AND CONSIDERATION OF PP 23-01 A REQUEST FOR PRELIMINARY PLAT APPROVAL FOR "CAMDEN GREEN SUBDIVISION" LOCATED ON THE EAST SIDE OF REED ROAD +/- 930 FEET NORTH OF WESTSIDE DRIVE IN A TN-N ZONING DISTRICT WITH PARCEL NUMBER 118K-00-035.00

VIII. ADJOURN

After discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Gregory, the motion to approve the official agenda of the Planning and Zoning Commission for March 14, 2023, received unanimous approval.

V. CONSIDERATION FOR THE APPROVAL OF MINUTES

A. CONSIDERATION OF THE UNAPPROVED MINUTES OF FEBRUARY 14, 2023

After discussion and upon the motion of Commissioner Gregory, duly seconded by Commissioner Smith, the motion to approve the minutes of the Planning and Zoning Commission for February 14, 2023, with revisions 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. DISCUSSION AND CONSIDERATION OF CMP 23-01 A REQUEST FOR A RENEWAL OF A CONCEPTUAL MASTER PLAN TO DETERMINE USE DESIGNATIONS FOR TWO PARCELS ZONED OPTIONAL DISTRICT LOCATED ON HIGHWAY 25 WITH THE PARCEL NUMBERS 119 -29-006.02 AND 119 -32-002.01.**

City Planner Daniel Havelin presented the request by David Josey on behalf of 4/J I LP for a renewal of a Conceptual Master Plan 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 Conceptual Master Plan was originally approved by the Board of Aldermen on April 6, 2021. A Conceptual Master Plan expires after two years unless an approved and active site plan for the property has been issued or a final plat has been approved.

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

1 property owner of record of adjacent property zoned as Optional District was notified directly by mail of the request. As of this date, the Planning Office has received one phone call from the adjacent property owner. They had no issue with the request.

David Josey came forward to speak in favor of the request VIA the Google Meets platform.

Chairman Dumas opened the item for discussion amongst the Commission.

After a discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Smith, the motion to approve request CMP 23-01 received unanimous approval.

B. DISCUSSION AND CONSIDERATION OF FP 23-03 A REQUEST FOR FINAL PLAT APPROVAL FOR "ENCORE SUBDIVISION" LOCATED ON THE NORTH SIDE OF ACADEMY ROAD AND THE SOUTH SIDE OF LYNN LANE DIRECTLY EAST OF STARKVILLE ACADEMY IN A C ZONING DISTRICT WITH THE PARCEL NUMBER 102I-00-013.06.

City Planner Daniel Havelin presented the request by Encore Development, LLC for final plat approval for subdividing a +/-24.15-acre parcel into 4 lots. The proposed subdivision is named "Encore Subdivision". The Board of Aldermen approved the preliminary plat on August 17, 2021. 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 will be assigned for construction permitting and utility assignments. Golden Triangle Planning and Development has reviewed the proposed road name and has no issues. Utilities will be provided by the City. The applicant has indicated that this subdivision is not part of any previously platted subdivision, therefore no adversely affected parties. There are 7 conditions recommended by Engineering Department.

1. Prior to the execution of the Final Plat by City Staff, an acceptable surety shall be provided for all items that have not been completed. The surety shall be based on a signed and sealed engineering cost estimate and shall be accompanied by a fully executed Performance Agreement. 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 determined by the City Engineer and determined to be acceptable based on the provided cost estimate.

2. The Phase 1 connector road from Lot #1 to the Oakvale Subdivision shall be constructed, inspected, and approved with all testing and as-builts provided and approved by the City of Starkville within one-year of Board of Aldermen acceptance of City maintenance of the Phase 1 Roadway. The roadway design and alignment of the new public road will comply with the Unified Development Code and City of Starkville Standards of Specifications and Design. Any extension to the one-year requirement shall only be granted by the Board of Aldermen.
3. If any public utility including water, sewer, or electrical lines, any stormwater related conveyance systems or structures, or any other infrastructure related items are found during the as-built review to be installed in a location other than what is depicted on the approved infrastructure plans and is located in such a way that the necessary easement or right-of-way is not provided to maintain said improvement, the item shall be either relocated to an appropriate location or, if acceptable as installed, easements shall be provided to the satisfaction of the City Staff which may include a revision of the final plat.
4. 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 items shall be completed and/or provided to City Staff:
 - i. As-built drawings signed and sealed by a licensed Professional Engineer meeting City of Starkville requirements and any requested supporting information.
 - ii. All required test and material reports as outlined in the Subdivision Testing requirements and Processes and the Subdivision Testing Schedule provided at the pre-construction meeting.
 - iii. All infrastructure, less that aforementioned in Condition 2 provided the appropriate surety is in place, as illustrated in the approved infrastructure plans has been fully completed, inspected, tested, and approved by the City of Starkville Community Development Department, Engineering Department, and Starkville Utilities Department.
5. A warranty surety shall be provided in accordance with the Unified Development code with an effective date set at the time of installation, inspection, testing, and City Staff approval of the top layer of asphalt. If the roadways are not constructed concurrently, additional warranties shall be required as each section of roadway is completed. The Warranty shall be provided for all public infrastructure.
6. At the time of any future plat for Lot #4, a public roadway connecting from the Encore Subdivision to Lynn Lane shall be provided and shall be subject to all requirements of the Unified Development Code and the City of Starkville Standards of Design and Specifications.
7. Prior to the execution of the Final Plat by City Staff, the plat shall be revised to include the following: "The City shall only be responsible for maintenance of the stormwater conveyance channel traversing Lot #2. All other

maintenance, including landscaping, shall be maintained in perpetuity by the owner of Lot #1 or future H.O.A."

Chairman Dumas opened the item for discussion amongst the Commission.

After a discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Gregory, the motion to approve request FP 23-02 received unanimous approval.

C. DISCUSSION AND CONSIDERATION OF PP 23-01 A REQUEST FOR PRELIMINARY PLAT APPROVAL FOR "CAMDEN GREEN SUBDIVISION" LOCATED ON THE EAST SIDE OF REED ROAD +/- 930 FEET NORTH OF WESTSIDE DRIVE IN A TN-N ZONING DISTRICT WITH PARCEL NUMBER 118K-00-035.00.

City Planner Daniel Havelin presented the request by Rosedale Limited, LLC for preliminary plat approval for subdividing a +/-10.41-acre parcel into 32 lots. The proposed subdivision is named "Camden Green Subdivision". The subdivision has a proposed gross density of 3.07 units per acre. All easements are provided on the Preliminary Plat. All proposed roadway dedications are shown on the plat. Golden Triangle Planning and Development will be provided with the proposed road name for review. Utilities will be provided by the City. The applicant has not identified any adversely affected parties to the subdivision.

Jay Bryan came forward to speak in favor of the request.

Chairman Dumas opened the item for discussion amongst the Commission.

After a discussion and upon the motion of Commissioner Smith, duly seconded by Commissioner Gregory, the motion to approve request PP 23-01 received unanimous approval.

VIII. ADJOURN

There came for consideration the matter of the approval of the motion to adjourn until 5:30 p.m. on April 11, 2023, 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 April 11, 2023, in the Courtroom located at 110 West Main Street, Starkville MS by Commissioner Gregory, duly seconded by Commissioner Smith, the motion was unanimously approved.

Jeremiah Dumas, Commission Chair

Daniel Havelin, City Planner

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