

**APPROVED MINUTES OF THE MEETING OF
THE PLANNING AND ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI JUNE 13, 2023**

Be it remembered that the Planning and Zoning Commission members of the City of Starkville held a meeting on June 13, 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 Chairman Jeremiah Dumas, Ward 6, Kim Moreland, Ward 1, Vicki West, Ward 2, Kelly Prather, Ward 3, Carl Smith, Ward 4, and Alexis Gregory, Ward 5. Absent from the meet was Tommy Verdell, Ward 7. Physically present attending the Commissioners were City Planner Daniel Havelin, Assistant City Planner Lyle McCaskey, and Assistant City Attorney Jason Sharp.

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 June 13, 2023, as presented.

**OFFICIAL AGENDA
PLANNING & ZONING COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY June 13, 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 MAY 9, 2023
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. PUBLIC HEARING AND CONSIDERATION OF SE 23-03 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE CONSTRUCTION OF TOWNHOUSES ON GUEST DRIVE A C ZONING DISTRICT.
 - B. PUBLIC HEARING AND CONSIDERATION OF SE 23-04 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 306 SOUTH JACKSON STREET IN A TN-E ZONING DISTRICT.
- VIII. PLANNER'S REPORT
 - A. DISCUSSION OF UPCOMING ELECTION OF CHAIR AND VICE CHAIR
- IX. ADJOURN

After discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Gregory, the motion to approve the official agenda of the Planning and Zoning Commission for June 13, 2023, received unanimous approval.

V. CONSIDERATION FOR THE APPROVAL OF MINUTES

A. CONSIDERATION OF THE UNAPPROVED MINUTES OF MAY 9, 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 May 9, 2023, received unanimous approval with 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 23-03 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR THE CONSTRUCTION OF TOWNHOUSES ON GUEST DRIVE A C ZONING DISTRICT.

City Planner Daniel Havelin presented the request by Willis Owens with Pritchard Engineering on behalf of Charlie Morgan to allow for the construction of townhouses located on Guest Drive in a Commercial (C) zoning district. This is the fourth phase of the Augusta Place development. The previous phases received Special Exception approval. The Use Chart in Section 13.3 of the Unified Development Code requires a Special Exception for "Dwelling, Townhouse/ Rowhouse" in a commercial zoning district. Section 13.3.4 of the Unified Development Code also requires that the Special Exception meet the additional standards for that use. City Planner Daniel Havelin provided the commission with additional information about the location of the property.

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code. (19) 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 May 28, 2023. 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.

Chairman Dumas opened the public hearing.

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

After a discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Moreland, the motion to approve SE 23-03 received unanimous approval.

B. PUBLIC HEARING AND CONSIDERATION OF SE 23-04 A REQUEST FOR SPECIAL EXCEPTION TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 306 SOUTH JACKSON STREET IN A TN-E ZONING DISTRICT.

City Planner Daniel Havelin presented the request by Briar Jones with Thomas Shelton Jones and Associates PLLC on behalf of Caitlin and Andrew Telle to allow for an accessory dwelling unit to be located at 306 South Jackson Street in a Traditional Neighborhood-Existing (TN-E) zoning district. The applicant is seeking a Special Exception to allow for the modification and renovation of an existing 1,160 square foot outbuilding into a two-bedroom, two-bathroom guest house. The applicant has recently purchased the home and has plans for remodeling the house and guest house. The plans for the guest house include a kitchen area, full bathroom, electricity, and is heated or cooled. Therefore, the use is classified as an accessory dwelling unit. The Use Chart in Section 13.3 of the Unified Development Code requires a Special Exception for "Dwelling, Accessory Unit" in a Traditional Neighborhood-Existing zoning district. Section 13.3.4 of the Unified Development Code also requires that the Special Exception meet the additional standards for that use. The existing structure is approximately 1,160 square feet. This proposal does not increase the size of the structure. Therefore, the additional standard requirement of less than 600 square feet needs to be removed as part of this request in accordance with Section 3.4.

The request was noticed in accordance with Section 3.4.3.E of the Unified Development Code. (22) 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 May 28, 2023. 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.

Chairman Dumas opened the public hearing.

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

After a discussion and upon the motion of Commissioner Prather, duly seconded by Commissioner Smith, the motion to approve SE 23-04 received unanimous approval.

VIII. PLANNER'S REPORT

A. DISCUSSION OF UPCOMING ELECTION OF CHAIR AND VICE CHAIR

City Planner Daniel Havelin presented the commission with information regarding the upcoming chair and vice chair election.

VIII. ADJOURN

There came for consideration the matter of the approval of the motion to adjourn until 5:30 p.m. on June 13, 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 June 13, 2023, in the Courtroom located at 110 West Main Street, Starkville MS by Commissioner Smith, duly seconded by Commissioner Gregory, the motion was unanimously approved.



Jeremiah Dumas, Commission Chair



Daniel Havelin, City Planner