



**City of Hernando, Mississippi
Office of Planning**

PLANNING COMMISSION

May 9, 2023, MINUTES

The Planning Commission met in a regular session on May 9, 2023, at 6:00 p.m. at City Hall Board Room, 475 W Commerce Street. The following Commissioners were present: Commissioner Ashworth, Commissioner Clark, Commissioner Max, Commissioner Hawkins, Commissioner Jordan, Commissioner Safley, Commissioner Skeen, and Commissioner Thorn. The following staff members were also present, Kristen Duggan, and Austin Cardosi.

Commissioner Hawkins called the meeting to order at 6:01 p.m. and Commissioner Safley gave the invocation followed by roll being called.

Commissioner Hawkins asked if everyone had reviewed the April 11, 2023, minutes. Commissioner Skeen made a motion to approve the minutes as written. Commissioner Jordan seconded the motion.

Chairman Hawkins announced the following item:

PL-1728 - Nesbit Industrial Phase 13 - Request for Final Plat Approval, Nesbit Industrial Park, Phase 13, 5 Lots, 10.50 total acres, located at the southern terminus of Nesbit Drive, south of Nesbit Road, west of U.S. Highway 51, and east of Gwynn Road, in Section 25, Township 2 South, Range 8 West. The property is currently zoned in the "M-1," Light Industrial District. –Butch Davis of Timber Ridge, L.L.C., the property-owner.

Mr. Cardosi presented the application to the commission. The commission had no questions for Mr. Cardosi.

Mr. Greg Smith came forward to represent the application. The commission had no questions for Mr. Smith.

Commissioner Hawkins asked if there was anyone present to speak for or against the application. There was no one.

Commissioner Max made a motion to **APPROVE** Final Plat for Phase 13 of Nesbit Industrial Park, 5 lots, 10.05 acres, located at the southern terminus of Nesbit Drive, South of Nesbit Road, West of U.S. Highway 51, and east of Gwynn Road, in Section 25, Township 2 South, Range 8 West, based upon a finding that the submitted final plat generally conforms to the requirements of the City's codes and ordinances, subject to the following conditions:

1. Improvements are to be the responsibility of the developer and not the responsibility of the City of Hernando.
2. Grading, drainage, and engineering construction plans to be approved by the City Engineer and Public Works Director.
3. The developer shall install drainage pipe, erosion control material, sewer mains and service, water mains, fire hydrants, and service, gas mains and service, curb and gutter for all streets, and gravel or soil cement base for the streets and one (1) layer of blacktop, 1½" thick, before the plat of the subdivision is recorded. A performance guarantee must be filed for the remainder of the improvements in an amount set by the City Engineer. This includes another 1½" of blacktop making a total of three (3") of blacktop surface and sidewalks. Prior to recording the final plat, all public improvements shall be installed, completed, and accepted by the City of Hernando.
4. The Developer shall enter into a Development Contract with the City of Hernando for the installation of all required Public Improvements. This is in accordance with Article VI Required Minimum Improvements, §B. Procedures for Posting or Release of Bonds of the City of Hernando's Land Subdivision Ordinance.
5. Streetlights shall be installed at the developer's expense. Streetlight plans shall be submitted to the Office of Planning for City Engineer and Planning Director approval.
6. All utilities and services (electric, telephone, cable, etc.) are to be installed underground. The water service lines shall be installed with tracing wire at the top.
7. Following Plat Approval, the Developer shall submit two (2) complete sets of construction plans for review and approval to the Office of Planning.
8. Prior to recording the final plat, the Developer shall submit for approval a schedule of Lot Numbers and associated street addresses to the Office of Planning. Corner lots shall include potential addresses for both streets.
9. Prior to submitting the plat for recording, the applicant shall coordinate with the Post Office the centralized delivery location of the mailboxes.

Commissioner Safley seconded the motion. The motion passed unanimously.

Chairman Hawkins announced the following item:

PL-1729 – 1st Revision to Lees Summit Lot 5B– Request for Final Plat Approval, Re-subdivision of Phase 5B of the First Revision of Lee's Summit PUD, into 5 Lots and 1 Common Open Space 10 total acres, located on the southeast corner of McIngvale Road and Monteith Avenue in Section 17, Township 3 South, Range 7 West. The property

is currently zoned in the "PUD," Planned Unit Development District. – Greg Russell, with Neel-Schaffer Engineering, representing Shelbie Thomas, Focal Point Investment, LLC, the property-owner.

Mr. Cardosi presented to application to the commission. He then recommended that there be one shared ingress/egress access along McIngvale Road for Lots 1-3.

Mr. Greg Russell came forward to represent the application. He stated that the applicant is in agreement with all staff comments. The commission had no questions for Mr. Russell

Commissioner Hawkins asked if there is anyone present to speak for or against the application. There was no one.

Commissioner Skeen made a motion to recommend **APPROVAL** of Final Plat for Lee's Summit Phase 5B Lots 1-5 (1 COS Commercial Subdivision located on the south side of Monteith, east of McIngvale, subject to the following Staff Comments and the addition of limiting the access along McIngvale Road to one curb cut with shared access for lots 1-3:

1. All landscaping in all common open space areas, natural areas, buffer areas, streetscape areas, medians, islands, and the entrance signage areas and such other associated improvements shall be installed/constructed prior to the issuance of any building permit within that respective phase of the development. Street trees may be bonded insuring their installation prior to the final inspection and occupancy of the residence upon each lot.
2. Improvements are to be the responsibility of the developer and not the responsibility of the City of Hernando.
3. The developer shall install drainage pipe, erosion control material, sewer mains and service, water mains, fire hydrants, and service, gas mains and service, curb and gutter for all streets, and gravel or soil cement base for the streets and one (1) layer of blacktop, 1½" thick, before the plat of the subdivision, or any phase of the subdivision, is recorded. A performance guarantee must be filed for the remainder of the improvements in an amount set by the City Engineer. This includes another 1½" of blacktop making a total of three (3") of blacktop surface and sidewalks.
4. Sidewalks shall be installed on both sides of all streets.
5. Finished floor elevations shall be listed for each lot.
6. Streetlights shall be installed at the developer's expense. Streetlight plans shall be submitted to the Office of Planning for City Engineer and Planning Director approval.
7. All utilities and services (electric, telephone, cable, etc.) are to be installed underground. The water service lines shall be installed with tracing wire at the top.
8. No relocated buildings will be allowed.
9. Surrounding properties that are within 100 ft. shall be outlined with ownership records given.

10. Federal Emergency Management Agency (FEMA) designated floodplain and flood elevations shall be illustrated on the plat.
11. Following Plat Approval, the Developer shall submit two (2) complete sets of construction plans for review and approval to the Office of Planning.
12. Prior to the beginning of construction, the Developer shall enter into a Development Agreement with the City of Hernando for the installation of all required Public Improvements. This is in accordance with Article VI Required Minimum Improvements, §B. Procedures for Posting or Release of Bonds of the City of Hernando's Land Subdivision Ordinance.
13. Prior to recording the final plat, all Public Improvements shall be installed, completed, and accepted by the City of Hernando.
14. Prior to recording the final plat, the Developer shall include all required certificates and execute those that are applicable to him and his assigns.
15. Prior to recording the final plat, the Developer shall submit for approval a schedule of Lot Numbers and associated street addresses to the Office of Planning. Corner lots shall include potential addresses for both streets.
16. Prior to submitting the plat for recording, the applicant shall coordinate with the Post Office the centralized delivery location of the mailboxes.
17. Prior to Construction Plan approval, the Developer shall obtain a Large Area Grading Permit from the Mississippi Department of Environmental Quality (MDEQ) and submit a copy to the Office of Planning.

Commissioner Max seconded the motion. The motion passed unanimously.

Commissioner Hawkins announced the following item:

Food Truck Ordinance discussion

Mr. Cardosi presented the Food Truck Ordinance Draft to the commission for their review and comments.

Commissioner Thorn asked about the requirement for bathrooms at the Food Truck Parks. Would they need to build permanent bathrooms on these lots? Mr. Cardosi stated that there are a few options that could be looked into depending on where the lots are located.

Commissioner Thorn also asked about ADA requirements and Mr. Cardosi stated that would be addressed during the Use and Occupancy inspection.

Commissioner Jordan asked about the definition stating "main use of property" in a business parking lot and said that food trucks are not the main use of the property. Mr. Cardosi said he would correct that statement. Commissioner Jordan also suggested moving comments a, c, and e to definitions.

Mr. Cardosi thanked the commission for their input and stated he would make these corrections before finalizing the ordinance.

There being no further business to come before the commission, a motion was made and seconded to adjourn the meeting. The meeting adjourned at 6:34 p.m.

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There being no further business to come before the Commission, A motion was made and seconded to adjourn the meeting. the motion passed unanimously. The meeting adjourned at 8:44 p.m.