

City of Natchez
Minutes
Mayor and Board of Aldermen
Regular Meeting

Tuesday, January 22, 2019

6:00 PM

Council Chambers Building

Board Secretary, Kaytlyn McDonald

1. Call to Order
2. Prayer by Reverend Clifton Marvel, Greater Macedonia Baptist Church
3. Pledge of Allegiance led by Police Chief Walter Armstrong
4. Roll Call by Interim City Clerk:

Present: Mayor Darryl V. Grennell

Aldewoman Joyce Arceneaux-Mathis

Aldewoman Sarah Carter Smith

Aldewoman Felicia Irving

Alderman Benjamin Davis

Alderman Dan Dillard

Also Present: Interim City Clerk, James Johnston

Robert Latham, City Attorney

Alderman Joe Frazier

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Public Hearing

Application PC 18-28. Butch Johnson, 0 Grand Soleil, Map #44-7: Request to rezone the property from B-2 (General Business), to R-3 (Mixed Density Residential), to construct a Residential Personal Care Home.

*City Planning Report by Rico Gianni*

The land is currently zoned open land (B-2). The applicant has submitted a supplementary application (PC 18-27) to subdivide this property for residential development. The Planning Commission has approved PC 18-27 and has recommended approval of PC 18-28 to the Mayor and Board of Aldermen. Planning staff recommends making any approvals for this application contingent on review by the Site Plan Review Committee.

**Staff Findings:** When reviewing rezoning applications, the Mayor and Board of Aldermen's decision shall be based on the following criteria:

1. Conformance with the Comprehensive Plan;  
STAFF COMMENT: In accordance with Mississippi law, all zoning shall be consistent with the Comprehensive Plan, in particular, the adopted Land Use Plan. Zoning that is not consistent with the Land Use Plan shall not be approved unless the Land Use Plan is amended first. The Future Land Use Map shows this property as General Commercial.  
Proposed rezoning may be approved if the rezoning conforms to the following:
  1. The applicant's property falls on or adjacent to a district having the same zoning classification.
  2. The density is appropriate.
  3. The parcel proposed for rezoning is at least one quarter acre (10,890 Square feet) in area.
2. Otherwise that changes have occurred in the area since the Planning and Zoning Ordinance were adopted which warrant the requested zone OR that here was a mistake in the original zoning of the property;

STAFF COMMENT: This property has remained commercial and the only significant change to this property is this development proposal. However, due to its close proximity to a low-density residential district, this rezoning could act as a buffer between intensive commercial uses, and low density residential neighborhoods.

3. City utilities and sewer can accommodate the uses allowable in the requested zone;  
STAFF COMMENT: City utilities already access the site.

4. The allowable uses in the requested zone will not adversely affect the character of the area and result in a decrease of property values;

STAFF COMMENT: In the opinion of planning staff, the development of a multi-unit, non-medical residential facility will not result in a decrease in property values. This residential facility is in compliance with "performance zoning." Performance zoning is the practice of using land uses to transition from low to high density, without negatively disrupting existing conditions. In this case, this proposed R-3 zone would be the transitional uses in between the neighborhood and the existing commercial district.

5. There is a need for additional land within the City to be zoned in the classification which is requested;

STAFF COMMENT: The R-3 zoning district is one of the most common zoning districts in the City of Natchez, however there is a need for this zoning district in the proposed location to provide housing for those who retire in Natchez, or that want to live in supervised living. Our residential forecasts, in the Comprehensive and Revitalization Plans, accommodates for an influx of those who wish retire here.

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Irving, to open the Public Hearing. The motion carried unanimously.**

Mayor Grennell asked if there were any public comments.

No one came before the Board of Aldermen with comments.

**A motion was made by Alderwoman Smith, seconded by Alderman Davis, to close the Public Hearing.**

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Smith, to recommend the approval of application #PC 18-28 to the Mayor and Board of Alderman; request to rezone the property from B-2 (General Business), to R-3 (Mixed Density Residential). The motion carried unanimously.**

Mayor Grennell invited Mr. Butch Johnson to the podium to say a few words.

Visitors

Hayden Petkovsek was not present for the meeting.

Unfinished Business

There was no unfinished business.

County Business

There was no county business.

Department Heads

*Riccardo Giani, City Planner*

Jacqueline Williams is retiring from the Planning Commission after 15+ years of service to the City of Natchez. Mr. Giani suggested that the board make a proclamation to show appreciation for her service.

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Irving, to prepare a proclamation in Mrs. Williams honor. The motion carried unanimously.**

Mayor Grennell requested the Board of Aldermen to submit nominations for the vacancy on the Planning Commission.

*Justin Dollar, Public Works  
Bluff Vegetation Project*

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Irving to allow Public Works to proceed with the discussed Bluff Vegetation Project subject to the review and written approval of the US Army Corps of Engineers. The motion carried unanimously.**

**A motion was made by Alderwoman Smith, seconded by Alderwoman Irving, to approve the monetary adjustment in the Entergy LED Street Light Program presented by Justin Dollar which was increased to \$15,163.65 as a result in the increase in the number of led bulbs being replaced with the monthly savings being estimated to be \$1,463.63. The motion carried unanimously.**

*James Johnston, Community Development  
Natchez Railroad at Grade Safety Improvement Program  
2016 TIGER*

Staff is requesting a motion to approve Reimbursement #7 to the Natchez Railroad as stated below and to allow the mayor to sign the Request for Advance or Reimbursement form to draw down funds from the Federal Railroad Administration –

|                  | Federal      | Local/NRR    | Total        |
|------------------|--------------|--------------|--------------|
| Natchez Railroad | \$598,088.48 | \$199,362.83 | \$797,451.31 |

**A motion was made by Alderwoman Irving, seconded by Alderman Davis, to approve the request. The motion carried unanimously.**

**Auburn Historical Structure Report (HSR)  
MS Dept. of Archives & History**

Two (2) proposals were received – WJE (Wiss, Janney, Elstner Associates, Inc.) of Northbrook, IL in partnership with WFT Architects, PA of Jackson, MS and WLA Studio of Athens, GA.

A committee comprised of the MS Dept. of Archives & History, Historic Natchez Foundation, Natchez National Historical Park and staff reviewed the proposals this past week. It is the recommendation of the committee to select WJE, Inc. in partnership with WFT Architects, PA to perform the Historical Structure Report at a cost of \$27,000.00, of which will be split with MDAH and the city. Staff will work with the Committee to prepare a refined scope of work and contract for the next board meeting.

**A motion was made by Alderwoman Irving, seconded by Alderman Davis, to approve the recommendation. The motion carried unanimously.**

*James Johnston, Interim City Clerk*

Approval of the minutes from the Thursday, January 3, 2019 Special Call meeting.

**A motion was made by alderwoman Mathis, seconded by Alderman Dillard to approve the minutes of the January 3, 2019 Special Call meeting. The motion carried unanimously.**

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Irving, to allow LS & Associates to assist the City with the upcoming Affordable Care Act paperwork to stay in compliance with the act. The motion carried unanimously.**

City Official's Reports

*Alderwoman Irving*

Attended a conference in Jackson on the 2020 Census and how the City should be preparing for the upcoming census. Suggested inviting Joe Murray, County Administrator to the next board meeting to share updates and information as it relates to the 2020 Census.

*Alderman Davis*

Recognized the Natchez Fire Department in continuing to do a good job. The department has recently hired six new firefighters leaving them only four short.

*Alderman Dillard*

The City is advertising the plumbing repairs at Margaret Martin School with bids being received on February 27, 2019 in the City Clerk's Office.

Requested that the Depot RFP date be extended or changed to May 3, 2019.

Attorney Latham suggested that the RFP process be cancelled and start over again because all of the time frames change and it would be difficult just to change the due date of the proposals.

**A motion was made by Alderman Dillard, seconded by Alderwoman Mathis, to restart the Depot RFP process. The motion carried unanimously.**

Alderman Dillard requested the board set aside \$1,000 to match the \$500 contributed by the NCPD for the marketing of the Depot RFP.

**A motion was made by Alderman Dillard, seconded by Alderwoman Mathis, to set aside \$1,000 for the marketing of the Depot RFP. The motion carried unanimously.**

*Alderwoman Mathis*

**A motion was made by Alderwoman Mathis, seconded by Alderwoman Irving, to allow Jeremy Johnson, who was not on the agenda, to address the board. The motion carried unanimously.**

*Jeremy Johnson*

Concerned why horses were not allowed to participate in this year's Martin Luther King Jr Day Parade. A City parade permit application stated that horses were to be diapered to be allowed in the parade. Diapers are not made for horses and this requirement is more suited for horse drawn carriages. Would like to see what can be done to see that horses can participate in upcoming parades as has been done in the past.

Mayor Grennell asked Mr. Giani to research this topic and report back to the board.

**A motion was made by Alderwoman Mathis, seconded by Alderman Davis to allow Michelle Brooks to address the board. The motion carried unanimously.**

*Michelle Brooks*

Requested that a decision be made by the next board meeting, so that riders and horses may be able to participate in the next parade which is scheduled for February 16, 2019.

*Alderman Smith*  
Recognized Natchez Fire Department for their recent award from the Historic Natchez Foundation.

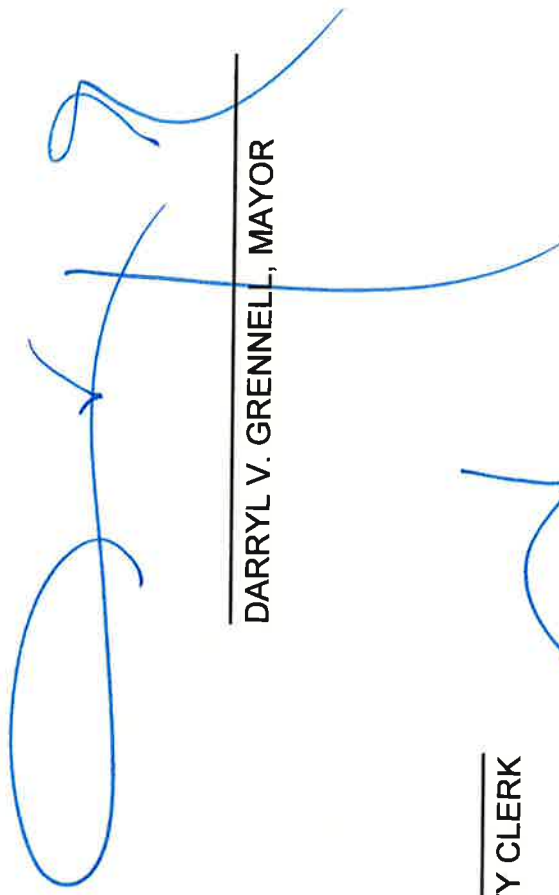
*Bob Latham, City Attorney*  
No report.

*Darryl V. Grennell, Mayor*  
Shared a photo of and recognized Henry 'Hawk' Harris being inducted into the Mississippi Tennis Hall of Fame.

**A motion was made by Alderman Smith, seconded by Alderman Davis, to accept the November and December Hire and Fire Report. The motion carried unanimously.**

Adjourn

**A motion was made by Alderman Davis, seconded by Alderman Dillard, to adjourn the Regular Meeting of January 22, 2019. The motion carried unanimously.**



DARRYL V. GRENNELL, MAYOR

ATTEST:



JAMES JOHNSTON, INTERIM CITY CLERK

# Agenda Memorandum

**To:** Mayor and Board of Alderman  
**From:** Riccardo Giani, City Planner  
**Date:** January 14, 2019      **For Meeting Date:** January 22, 2019  
**Item:** Application PC 18-28. Butch Johnson, 0 Grand Soleil., Map #44-7: Request to rezone the property from B-2, General Business to R-3, Mixed Density Residential, to construct a Residential Personal Care Home.

**Location:** 0 Grand Soleil

**Background:** The land is currently zoned General Business (B-2). The Planning Commission has approved a supplementary application PC 18-27 to subdivide this property. The Commission also has recommended approval of PC 18-28 to the Mayor and Board of Alderman.

**Staff Findings:** When reviewing rezoning applications, the Mayor and Board of Alderman's decision shall be based on the following criteria:

1. Conformance with the Comprehensive Plan;

**STAFF COMMENT:** In accordance with Mississippi law, all zoning shall be consistent with the Comprehensive Plan, in particular, the adopted Land Use Plan. Zoning that is not consistent with the Land Use Plan shall not be approved unless the Land Use Plan is amended first. The Future Land Use Map shows this property as General Commercial.

Proposed rezonings may be approved if the rezoning conforms to the following:

1. The applicant's property falls on or adjacent to a district having the same zoning classification.
2. The density is appropriate.
3. The parcel proposed for rezoning is at least one quarter acre (10,890 Square feet) in area.

2. Otherwise, that changes have occurred in the area since the Planning and Zoning Ordinance were adopted which warrant the requested zone OR that here was a mistake in the original zoning of the property;

**STAFF COMMENT:** This property has remained commercial and the only significant change to this property is this development proposal. However,

due to its close proximity to a low-density residential district, this rezoning could act as a buffer between intensive commercial uses, and low density residential neighborhoods.

3. City utilities and sewer can accommodate the uses allowable in the requested zone;

STAFF COMMENT: City utilities already access the site.

4. The allowable uses in the requested zone will not adversely affect the character of the area and result in a decrease of property values;

STAFF COMMENT: In the opinion of planning staff, the development of a multi-unit, non-medical residential facility will not result in a decrease in property values. This residential facility is in compliance with "performance zoning." Performance zoning is the practice of using land uses to transition from low to high density, without negatively disrupting existing conditions. In this case, this proposed R-3 zone would be the transitional uses in between the neighborhood and the existing commercial district.

5. There is a need for additional land within the City to be zoned in the classification which is requested;

STAFF COMMENT: The R-3 zoning district is one of the most common zoning districts in the City of Natchez, however there is a need for this zoning district in the proposed location to provide housing for those who retire in Natchez, or that want to live in supervised living. Our residential forecasts, in the Comprehensive and Revitalization Plans, accommodates for an influx of those who wish retire here.

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**Potential Motion:**

**Approve**

I move to recommend the approval of application #PC 18-28 to the Mayor and Board of Alderman, request to rezone the property from B-2, General Business to R-3, Mixed Density Residential.

Attach:

1. Location Map
2. Application with supporting photographs and renderings



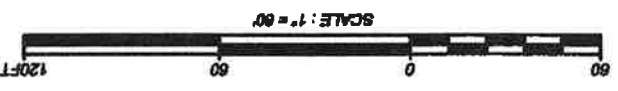
JORDAN, KAISER & SESSIONS, LLC  
 279 Lower Woodbine Road, Natchez, MS 39120  
 p 601.442.3628 f 601.442.6511  
 www.jksllc.com

City of Natchez Planning Commission  
 Survey Date: 11/20/2018 - 12/12/2018



*Luther L. Marling*  
 Luther L. Marling, Reg. P.L.S. #2041  
 December 19, 2018  
 NOTE: This plat shall not be considered valid without surveyor's initials and embossed seal.

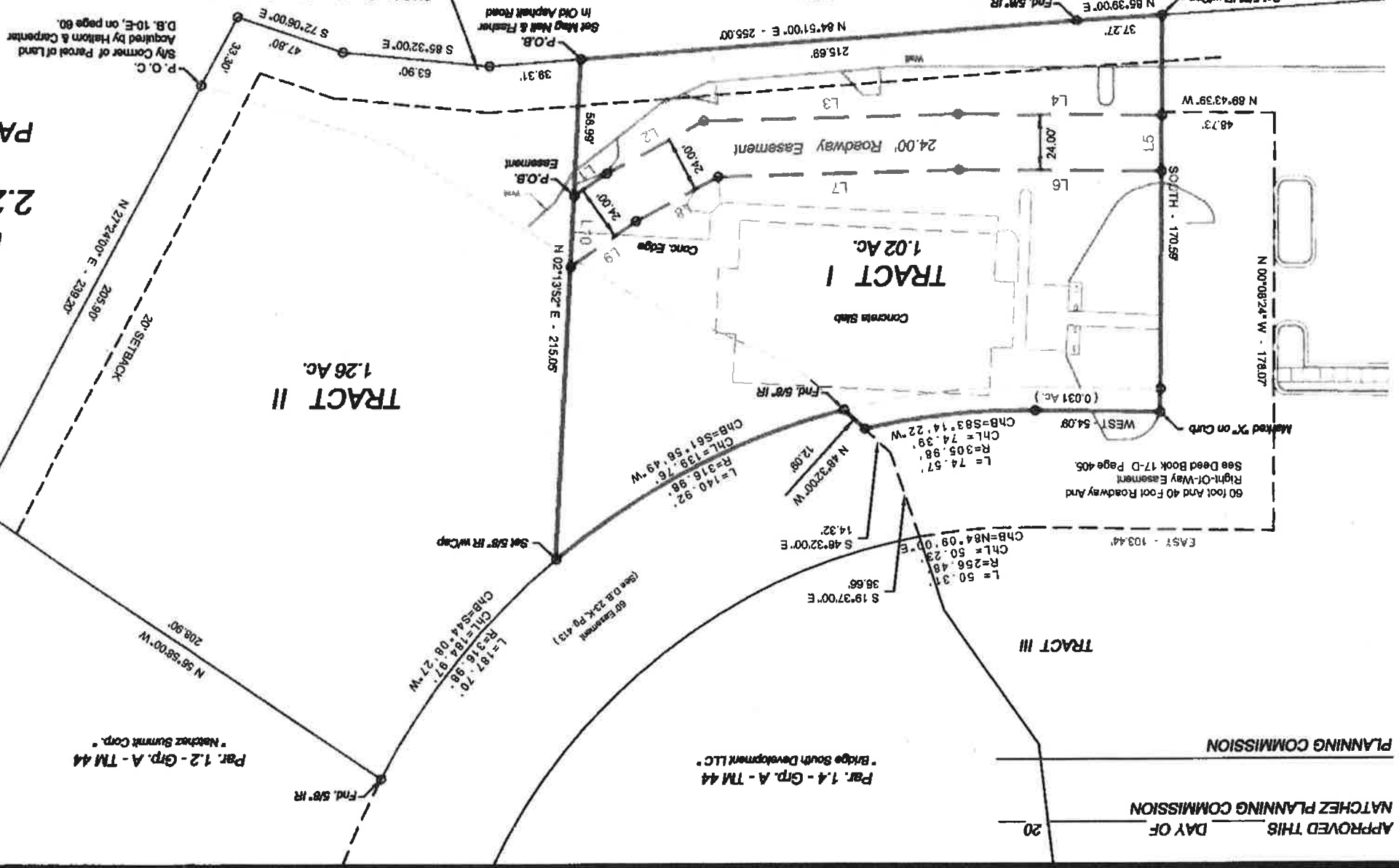
Fig. S1000225



Map Of Re-Subdivision Of  
**2.28 ACRE TRACT**  
 Depicted As  
**PARCEL 7, GROUP "A"**  
**TAX MAP 44**  
 Prepared For  
**Butch Johnson**  
 Situated In  
**Section 24, 7N-R3W**  
**City of Natchez**  
**Adams County, Mississippi**

\* Carpenter Addition \*  
 ( Plat Book 3-V, Pg. 330 )

Old Briars Road-See plat attached to deed recorded Deed Book 11-H, Page 583, and plat attached to deed recorded in Deed Book 17-D, Page 405 (also known as Bacons Landing Road and Irving Lane).  
 D.B. 10-E, on page 60.  
 Acquired by Halton & Carpenter



APPROVED THIS DAY OF  
 NATCHEZ PLANNING COMMISSION  
 PLANNING COMMISSION

Par. 14 - Grp. A - TM 44  
 Bridge South Development LLC

Par. 12 - Grp. A - TM 44  
 Natchez Surrick Corp.

| LINE | BEARING       | D:STANCE |
|------|---------------|----------|
| L1   | S 54°14'23" W | 16.83'   |
| L2   | S 61°16'35" W | 47.90'   |
| L3   | S 87°41'30" W | 110.30'  |
| L4   | S 89°30'55" W | 88.42'   |
| L5   | NORTH         | 24.00'   |
| L6   | N 89°30'55" E | 87.83'   |
| L7   | N 87°41'30" E | 104.29'  |
| L8   | N 61°16'35" E | 40.79'   |
| L9   | N 54°14'23" E | 34.10'   |
| L10  | S 02°13'52" W | 30.45'   |

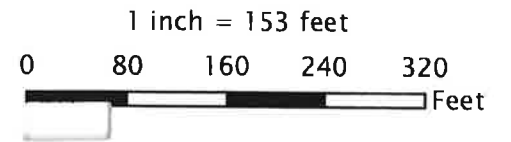
24' ROADWAY EASEMENT





**DISCLAIMER:** Any user of this map product accepts its faults and assumes all responsibility for the use thereof, and further agrees to hold Adams County harmless from and against any damage, loss or liability arising from any use of the map product. Users are cautioned to consider carefully the provisional nature of the maps and data before using it for decisions that concern personal or public safety or the conduct of business that involves monetary or operational consequences. Conclusions drawn from, or actions undertaken, on the basis of such maps and data, are the sole responsibility of the user. The County of Adams makes no warranties, express or implied, regarding the completeness, reliability or suitability of the site data, including parcel boundaries and elevation information, and assumes no liability associated with the use or misuse of said data.

January 16, 2019



## **PLANNING COMMISSION**

### **Powers and Duties**

The Planning Commission shall have the following powers and duties, to be carried out in accordance with the terms of this Ordinance

- (a) To review and recommend amendments to the text of this Ordinance to the Board of Aldermen;
- (b) To review and recommend amendments to the Official Map of Zoning Districts, such as to zone or rezone property into a zoning district, or overlay district to the Board of Aldermen;
- (c) To review and recommend amendments to the Comprehensive Plan to the Board of Aldermen;
- (d) To review and decide requests for approval of special exception uses;
- (e) To review and decide requests for approval of variances;
- (f) To approve or deny appeals from administrative decisions by the Planning Director or his/her designee; and
- (g) To recommend studies and surveys of the present conditions and probable future development of the City of Natchez and its environs, including, but not limited to, studies and surveys of land uses, population, economic base, traffic, parking, and redevelopment needs;

### **Membership, Current Incumbents, Appointment, Term, Vacancies, and Removal**

The Planning Commission shall consist of nine (9) members.

- (a) **Appointments to the Commission shall be made by the Mayor and Board of Aldermen, all of whom shall be resident citizens and qualified electors of the City of Natchez.**
- (b) **In making appointments to the Planning Commission, the Mayor and Board of Aldermen shall strive to reflect the diversity of the community, geographically as well as demographically, and shall seek out candidates who have backgrounds in planning, construction, engineering, architecture, education and other relevant experience, as well as lay citizens.**
- (c) **The Planning Commission Chairperson shall be appointed by the Mayor, based on the recommendations of the Planning Commission, and shall serve for a two (2) year term. The Chairperson shall not serve for more than two (2) consecutive terms. The Chairperson must have served on the Commission for a period of no less than two (2) calendar years prior to appointment.**
- (d) **The Planning Commission shall elect a vice-chair and secretary and other officers, as it may deem necessary and appropriate.**
- (e) **The Board of Aldermen may remove any member of the Planning Commission, for inefficiency, neglect of duty or malfeasance in office. Further, any vacancies which may occur shall be filled by the Mayor and Board of Aldermen as provided in this Ordinance and as otherwise provided by law.**
- (f) **The Commission shall from time to time prescribe such rules and regulations not inconsistent with the provisions of this Code and Ordinances of the City for its own organizations and procedure as it may deem proper.**
- (g) **A quorum for the conduct of business of the Commission shall consist of a majority of those members serving on the Commission.**

# Construction Bid Form

## Owner Information

Name Natchez City Public Works  
Address 233 Devereaux Dr.  
City, State ZIP Natchez, MS 39120  
Phone (601) 445-6652  
Email \_\_\_\_\_  
Project name Natchez Bluff Mulching

## Contractor Information

Company Off Season Dirt Work, LLC  
Name Casey Novak  
Address 124 Pecanwood Dr  
City, State ZIP Natchez, MS 39121  
Phone 601-807-2120  
Email offseasonllc@yahoo.com  
Completion date \_\_\_\_\_

## Scope of Work

Natchez bluff area hillside and bench cut mulching 5.5+/- acres of trees and vegetation for retaining wall inspection and maintenance. It will also enhance the view of the Mississippi River. We will use a boom mounted mulcher on a dedicated hillside excavator. Limited hand labor will be used for debris clean up on the paved roads. This includes tree tops and limbs that cannot be mulched by the excavator. The debris will be chipped back onto the hillside with the assistance of Landscape Resources LLC. If needed, a bulldozer with a winch will be used to lower the excavator down the hills for production.

We will reseed the mulched areas with a seed blend to finalize the project.

## Company Proposal

Off Season Dirt Work, LLC proposes the above scope of work to be completed in approximately 20 working days at a rate of \$3,045.00 per day. The completion day is contingent on fair weather and normal operating conditions. We would also like to submit a lump sum bid of \$91,350.00 to complete the above listed job. All required insurance documentation will be provided upon request.



Submitted by (Company Representative)

Date

11-5-18

**Justin Dollar**

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**From:** Scott Johnson <sjssllc@gmail.com>  
**Sent:** Wednesday, September 19, 2018 7:54 PM  
**To:** Justin Dollar  
**Subject:** City of Natchez - Bluff Mulching

Mr. Justin Dollar,

Thank you for taking the time to meet with us and allow us to provide you with a quote for this project. We have taken the time to completely walk the areas and determine the best and safest methods to provide you with the end result desired. We can provide insured coverage for 2,000,000 GL and Bonding if needed and hold a MS contractors License.

We have determined the most cost effective method would be for Time and Materials on a Day rate Based on 8 Working hours per day using all necessary equipment and tools for the clearing requested at \$6,500.00 per day with an estimated time of completion less than 20 working days. We also would be willing to come work for half a day free to the city to allow your inspection and approval to continue on if pleased or leave with no obligation.

Should we need to lump sum for budget purposes we would be at \$206,000.00 but feel certain you would be extremely pleased on a day rate.

We also feel as we can do the majority of this clearing with little ground disturbance and hopefully no occurred expenses of maintaining erosion problems.

Thank you,

Scott Johnson

*\$6,500 X 20 = \$130,000 (BASED ON DAY RATE)  
\$206,000 - Lump sum*

Scott Johnson  
Scott Johnson Specialty Services LLC  
RentSmart Equipment Rental & Sales  
Brookhaven, MS

Office Address: 971 Industrial Park Rd NE, Brookhaven, MS 39601

Office Phone: 601.565.1346

Fax: 1.601.510.9969

Mobile: 601.657.2729

Email: [sjssllc@gmail.com](mailto:sjssllc@gmail.com)

[www.rentsmartco.com](http://www.rentsmartco.com)

# **ES Hilderbrand Farms**

1220 Warrington Road      Bentonia, MS 39040  
(662) 571-2746

December 11, 2018

Dear City of Natchez:

Thank you for your consideration for the work along the riverfront. Below you will find the information regarding our companies bid that we have previously discussed. Should you have any question regarding the below information, please contact Ernie Hilderbrand at (662) 571-2746.

## **Daily Bid for Tree Removal along Riverfront:**

We will provide machinery and labor to mulch trees along riverfront. We will provide a Caterpillar 320 Trackhoe with a 57" Cimaf mulching head. We will also provide wooden mats to move machinery on to prevent or minimize erosion of ground surface and damage to hard surfaces such as asphalt and concrete. All trees will be mulched as per instructions from officials and based on accessibility.

The hand labor portion of the job will consist of a three-man crew with chainsaws. We will also provide a Trackhoe to make sure trees are properly placed on ground and not left leaning or lodged. All trees will be cut as per instruction from officials.

Rate is based on an 8-hour working day.

Daily work rate for machine and hand labor:

\$3420.00

Thank you again for this opportunity to serve you and the Natchez community. We look forward to working with your wonderful city.

Sincerely,

Ernie Hilderbrand

EH/acw

# ES Hilderbrand Farms

1220 Warrington Road      Bentonia, MS 39040  
(662) 571-2746

December 11, 2018

Dear City of Natchez:

Thank you for your consideration for the work along the riverfront. Below you will find the information regarding our companies bid that we have previously discussed. Should you have any question regarding the below information, please contact Ernie Hilderbrand at (662) 571-2746.

**Total Bid for Tree Removal along Riverfront:**

We will provide machinery and labor to mulch trees along riverfront. We will provide a Caterpillar 320 Trackhoe with a 57" Cimaf mulching head. We will also provide wooden mats to move machinery on to prevent or minimize erosion of ground surface and damage to hard surfaces such as asphalt and concrete. All trees will be mulched as per instructions from officials and based on accessibility.

The hand labor portion of the job will consist of a three-man crew with chainsaws. We will also provide a Trackhoe to make sure trees are properly placed on ground and not left leaning or lodged. All trees will be cut as per instruction from officials.

Rate is based on an 8-hour working day.

**Total bid for machine and hand labor:**

**\$79,000.00**

Thank you again for this opportunity to serve you and the Natchez community. We look forward to working with your wonderful city.

Sincerely,

Ernie Hilderbrand

EH/acw