



Tupelo License Commission Minutes

Date: 08/12/2025 **Time:** 5:31 PM **Call to Order:** Tony Carroll **Meeting Adjourned:** 6:04 PM

In Attendance

LICENSE COMMISSION MEMBERS PRESENT:

Randy Hanlon, Plumber Matt Wiley, Mechanical Engineer Tony Carroll, General Contractor
Richard Rhudy, Electrician Thomas Walker, Fire Safety Code

LICENSE COMMISSION MEMBERS NOT PRESENT:

David Jones, Architect Jay Scruggs, Residential Builder

CITY OF TUPELO STAFF PRESENT:

Tanner Newman, Director of DDS Patrick Reagan, Chief Building Official
Kim Rushing, Residential Rental Coordinator Ben Logan, Tupelo City Attorney
Kristian Skou, Fire Marshal Mark Nowell, Deputy Chief of Administration (TFD)

OTHERS PRESENT:

Rob Harness Kenneth Estes

Approval of Minutes

Tony Carroll asked the Committee to review and approve the minutes of the March 10th, 2024 Tupelo License Commission meeting. Randy Hanlon made a motion to approve the minutes. Richard Rhudy seconded the motion.

The motion carried with all in favor.

1. CONSIDERATION OF APPEAL APPLICATION REGARDING NOTICE OF DETERMINATION FOR PROPERTY LOCATED AT 802 OLD SALTILLO RD

a. Overview

- i. Tanner Newman introduced the appeal. Ms. Emily Brewer, a neighboring property owner to 802 Old Saltillo Road, is requesting the city to enforce grass cutting on an adjacent undeveloped 19.4-acre lot.
- ii. Ms. Brewer believe the property owner is in violation of the International Property Maintenance Code (IMPC), however city officials determined no violation exists under the amended ordinance and standards in Section 13-16.2, which was amended on September 4, 2018.
 1. Under the amended ordinance, properties in agricultural use or with substantial tree coverage are not subject to lot mowing requirements.

b. City Legal and Staff Response

- i. City Attorney Ben Log clarified:
 1. The issue began with bamboo growing across property lines.
 2. The City attempted voluntary cleanup and discovered drainage concerns and property line confusion.
 3. City sought an easement from Ms. Brewer to address drainage, but the property line remains disputed.
 4. Importantly, the property owner is not required by ordinance to clear under tree cover or mow within 25 feet of the property line.
- ii. Tanner Newman cited Code of Ordinance Section 13-16.2 (amended September 4, 2018):
 1. Updates to the ordinance exclude undeveloped lots with substantial tree cover or agricultural use from mowing requirements.
 2. The original complaint was based on outdated code provisions.

c. Official Determination

- i. Property: 19.4-acre, undeveloped, substantial tree cover.
- ii. No code violations exist per the current ordinance.
- iii. The city confirmed that low mowing requirements do not apply in this case.

d. Appeal Discussion

- i. Tanner Newman emphasized: Appeals must demonstrate a misinterpretation of the code, not simply disagreement with the outcome.
- ii. Chairman Tony Carroll suggested moving forward with a vote unless legally obligated to wait for Ms. Brewer.
- iii. Motion to uphold the city's determination:
 1. Motion made by: Thomas Walker
 2. Seconded by: Randy Hanlon
 3. Vote: Unanimous approval, motion carried.

e. Final Outcome

- i. The appeal was denied.
- ii. The city's original determination stands:
 1. No mowing or maintenance violation exists for the 802 Old Saltillo Rd property under current ordinances.

2. 2024 CODE SERIES UPDATES

- a. Patrick Reagan opened the discussion with the Tupelo License Commission members and those present regarding the discussion to adopt the 2024 Code Series.
 - i. Patrick explained that a public hearing is required to officially adopt updates to the code ordinance.
 1. Public Hearing date set for October 28, 2025 @ 5:30 pm.
 2. At the meeting, members must decide which parts of the 2024 Code Series to opt in and opt out of.
 - ii. Tanner Newman proposed holding a pre-hearing meeting to review the proposed changes in detail. The goal is to finalize changes in time for public review and have the updated codes adopted by the start of 2026.
 1. Working Meeting date set for September 9, 2025 @ 5:30 pm.
 - iii. Kristian Skou distributed a list of proposed updates to the Fire Code.

Old Business

NONE

Open Discussion

NONE

Announcements

NONE

Adjournment

Chairman Tony Carroll adjourned the meeting at 6:01 PM.

Next Meeting

DATE: 9/9/2025

TIME: 5:30 PM

LOCATION: City Hall, 3rd Floor Conference Room

Chairman Tony Carroll

Recorded by Jennifer Roberson

Submitted by Tanner Newman