



Lafayette County Development Services
Planning, Zoning & Building Inspection

To: Lafayette County Planning Commission
From: Tristan Riddell, Planner
Meeting Date: August 24, 2026
Case: 26-311

Applicant: Sarah Grace Hollowell and Shelby Briscoe Young
Request: Conditional Use – Public/Quasi-Public Facility (Event Venue) in Rural (A-1)

Location: 544 MS Hwy 328
Parcel Number(s): 178-34-004.00
PPIN: 12409

Existing Zoning District: Rural (A-1)
Adjacent Zoning Districts: All – Rural (A-1)

Background

Shelby Briscoe Young and Sarah Grace Hollowell request a conditional use permit to operate a private event venue located at 544 MS Hwy 328. The proposed venue will primarily host weddings, receptions, private celebrations, corporate events, and other special gatherings. An Operations Plan, detailing the proposed use has been submitted with the conditional use request.

The event venue will consist of a renovated cotton gin, which is approximately 17,360 square feet, including 14,000 square feet of enclosed space and 3,360 feet of covered outdoor space. The subject property totals five acres.

If the conditional use permit is granted, the applicant will be required to receive approval of a preliminary/final site plan for the proposed use.

Conditional Use Permit

Conditional Use Permits shall only be granted if adequate provision and arrangement has been made concerning the following (Article XXI, Section 2105, Lafayette County Zoning Ordinance (LCZO)):

A. Ingress and egress to property and proposed structures thereon with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.

The property is accessed directly from MS Hwy 328. Based on the change in use of the property, a new encroachment permit may be required through the Mississippi Department of Transportation (MDOT). Emergency access considerations will be considered during Site Plan review.

B. Off-street parking and loading areas.

Off-street parking will comply with LCLDSR and will be reviewed and approved at the time of Site Plan review.

C. Refuse and service areas.

The property will be served by the Lafayette County Solid Waste Department.

D. Utilities, with reference to locations, availability, and compatibility.

Water will be provided by the Taylor Water Association. Sewer will be provided by an on-site wastewater system reviewed and approved through the Mississippi Department of Health.

E. Screening and buffering with reference to type, dimensions, and character.

Buffer and screening requirements shall be in accordance with the LCZO and considered at time of Site Plan review.

F. Required yards and other open space.

Setbacks will comply with the Lafayette County Zoning Ordinance. The existing structure is in compliance with setback requirements.

G. General compatibility with adjacent properties and other property in the district.

The character of the neighborhood is rural, consisting primarily of large lot single family residential development and open lands. The subject property lies approximately half a mile from the corporate limits of Taylor. The conversion of the existing structure for use as an event venue should be compatible with adjacent properties and the district.

H. Any other provisions deemed applicable by the Board of Supervisors.

Public Notice/Public Comments

Conditional use requests shall be heard at a properly notified public hearing (Article XXI, Section 2105.03, LCZO). Notice of this public hearing was posted on the subject property and printed in the Northeast Mississippi Daily Journal.

Adjacent landowners were properly notified by certified mail. To date, Planning Staff has not received any written public comment.

Planning Staff Recommendation

Planning Staff recommends approval of the conditional use request.

Enc.:

1. Application Materials

THE GIN ON COTTON ROAD

544 Highway 328 • Oxford, MS 38655 • (662) 473-8596

The Gin on Cotton Road is requesting a conditional use permit to operate its property as an event venue. Located at 544 Highway 328 in Taylor, Mississippi, the property is a historic cotton gin that has been part of our family for many years. Our family has deep roots in this community and has farmed this land for generations, making the preservation and future of this property especially meaningful to us. The building encompasses approximately 17,360 square feet under roof, including 14,000 square

feet of enclosed space and 3,360 square feet of covered outdoor space. The property sits on approximately five acres with ample gravel parking and direct access from Highway 328, a state-maintained highway. We believe the property is uniquely suited to become an event venue while preserving the character and history of the old cotton gin. We hope to give this special place a new purpose that honors its past while creating an opportunity to bring people, celebrations, and economic activity to Lafayette County. If approved, we plan to immediately begin significant safety and structural improvements to the property, with the goal of thoughtfully restoring and maintaining the building for

years to come.

PROPOSED USES OF THE VENUE

- Primarily weddings
- Rehearsal dinners
- Corporate events
- Birthday parties
- Family reunions
- Holiday parties

HOURS OF OPERATION

- Monday through Thursday: 8:00 AM to 11:00 PM
- Friday through Saturday: 8:00 AM to 12:00 AM
- Sunday: 8:00 AM to 11:00 PM

AMPLIFIED MUSIC POLICY

- Amplified music will be monitored by venue management using a digital sound level meter.
- Any event with amplified music will have at least one security guard stationed at the entrance to ensure doors remain closed as guests enter and exit, preventing sound from escaping the building.
- The building's construction (corrugated metal walls with spray foam insulation) provides significant sound dampening. Additionally, professional acoustic treatments will be installed throughout the interior to further contain sound within the structure.
- The nearest neighboring residence is over 2,000 feet from the venue.

EVENT STAFF

- All events will have at least two staff members on site at all times.
- Staff members will share several responsibilities such as:
 - Ensuring the safety and comfort of all guests during an event
 - Managing vendor load-in and load-out through the designated service entrance
 - Monitoring the building's fire suppression, HVAC, and electrical systems
 - Showing potential clients the property
 - Answering phone calls and managing client communications
 - Coordinating cleaning crews and security guards for events
- Current event staff include:
 - Sarah Grace Hollowell, Venue Manager — (662) 473-8596
 - Shelby Briscoe Young, Venue Manager — (701) 580-2413

SECURITY POLICY

The following security policies will be implemented for all events held at The Gin on Cotton Road:

- Any event with alcohol service will have at least one hired security guard on site.
- Any event with alcohol will require 1 security guard per 50 guests in attendance.
- The Lafayette County Sheriff's Department will be notified via a standard form about any event where alcohol is served.
- Any event with amplified music will have at least one hired security guard on site.
- Any event that exceeds 100 guests will be required to have at least one security guard.
- Any event that exceeds 200 guests will be required to have at least two security guards.
- The Lafayette County Sheriff's Department will be notified via a standard form about any event exceeding 150 guests.
- Security personnel will be stationed at the parking area and at the main entrance to monitor guest behavior, prevent intoxicated driving, and ensure the safety of all attendees.
- Security personnel will not allow any alcohol to leave the premises or enter a vehicle.
-

ALCOHOL POLICY

The Gin on Cotton Road will apply for a Mississippi ABC Event Venue Retailer's Permit to serve alcohol on the premises. The following alcohol policy will be implemented:

Guests will not be allowed to bring or distribute their own alcohol.

All alcohol served on the premises will be provided exclusively by The Gin on Cotton Road's in-house bar, staffed by trained bartenders.

All bartenders will be required to complete responsible beverage service training (TIPS certification or equivalent).

Bartenders will be trained to identify signs of visible intoxication and will refuse service to any guest exhibiting such signs, in compliance with Mississippi Code § 67-3-73.

Any event with alcohol will have security guards who monitor the behavior of guests. Security will not allow any alcohol to leave the premises or enter a vehicle.

The bar will close at least 30 minutes before the stated end time of any event.

Strict identification checks will be enforced. No person under the age of 21 will be served alcohol under

any circumstances.

SEVERE WEATHER POLICY

- The building is a steel-framed, metal-clad structure capable of withstanding severe weather conditions.
- Event staff will actively monitor severe weather alerts so that clients and guests can stay informed.
- In the event of severe weather during an event, all guests will be asked to remain inside the building and away from the large bay entrance until the danger passes.
- Should severe weather pose an imminent threat to guest safety, event staff reserve the right to end the event early in the interest of protecting all attendees.
- The property owner possesses heavy equipment capable of clearing any debris from the access road in a timely manner.

MEDICAL EMERGENCIES POLICY

- Event staff will be on site during every event and can call 911 immediately upon becoming aware of a medical emergency.
- In the event that EMS is called, a staff member will meet the emergency responders at Highway 328 and guide them directly to the location of the emergency on the property.
- A first aid kit and AED (Automated External Defibrillator) will be kept on site and accessible to staff at all times.
- The property is located approximately 9 miles from Baptist Memorial Hospital-North Mississippi in Oxford, providing reasonable emergency response times.

FIRE SAFETY

- A 3,500-foot water line will be extended to the property to provide adequate water pressure for fire suppression.
- A fire hydrant will be installed on the premises in compliance with Lafayette County fire code, positioned to reach every corner of the building.
- A full NFPA 13 compliant fire sprinkler system will be installed throughout the entire 17,360 square feet under roof.
- All exits will be equipped with panic hardware (push bars) and illuminated exit signage in compliance with fire code.
- The building will undergo a full plan review and final inspection by the Mississippi State Fire Marshal's Office prior to hosting any events.

PHASE ONE PROPERTY IMPROVEMENTS

The following improvements will be completed prior to hosting any paid events:

- Extend a water line (approximately 3,500 feet) from the water association to the building to provide adequate water pressure for fire suppression and domestic use.
- Install a fire hydrant on the premises and a full NFPA 13 fire sprinkler system throughout the building.
- Install a commercial on-site wastewater (septic) system engineered and approved by the Mississippi State Department of Health for the venue's capacity.
- Replace the existing roof with new metal roofing.
- Re-skin the exterior walls with new corrugated metal siding and install spray foam insulation for thermal and acoustic performance.
- Remediate all existing floor pits by filling with structural material and pouring new concrete to create a level, safe floor surface throughout the building.
- Polish the concrete floor to provide a smooth, level, and slip-resistant surface for guests.
- Install a commercial HVAC system sized appropriately for the building's volume and maximum occupancy.
- Construct ADA-compliant restrooms sized for the venue's capacity, including accessible stalls, grab bars, and appropriate fixture counts per the International Plumbing Code.
- Construct a commercial catering kitchen with proper ventilation, grease traps, and commercial electrical service.
- Construct a bridal suite and groom's room with private restrooms.
- Build an in-house bar with proper plumbing, refrigeration, and service areas.
- Grade and improve the existing gravel parking lot with designated ADA-accessible parking spaces near the main entrance, overhead LED lighting for pedestrian safety, and clearly defined entrance and exit points.
- Install professional landscaping and exterior pathway lighting for guest safety.
- Install code-compliant emergency exit doors with panic hardware throughout the building.
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-

PHASE TWO FUTURE IMPROVEMENTS

-
- Develop a dedicated outdoor ceremony area on the north side of the building, featuring a landscaped and grassed space suitable for wedding ceremonies with seating for up to 300 guests.

CONCLUSION

The Gin on Cotton Road is committed to operating a safe, secure, and professionally managed event venue that will be an asset to the Taylor community and Lafayette County. We will comply with all applicable building codes, fire codes, health regulations, and county ordinances. We respectfully request the Board of Supervisors' approval of this conditional use permit.

Parking Lot

Fencing

328

Fencing

Fencing

Fencing

328

Parking Lot

TAYLOR
LA FAYETTE
COUNTY
GINCO INC

365 Buil





Conditional Use Permit Request

July 13, 2026

Dear Members of the Lafayette County Planning Commission,

We respectfully submit this request for a Conditional Use Permit for the property located at 544 Highway 328, Oxford, Mississippi 38655, to allow the property to be operated as a private event venue.

The proposed venue will primarily host weddings, receptions, private celebrations, corporate events, and other special gatherings. Our vision is to thoughtfully preserve and repurpose a historic family-owned cotton gin into a beautiful gathering space that honors the property's heritage while providing a unique venue for the Lafayette County community. Rather than changing the character of the property, we hope to breathe new life into an important piece of its history and ensure it can be enjoyed for generations to come.

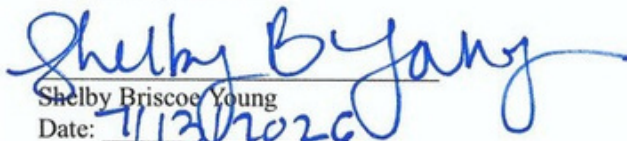
We are committed to being responsible stewards of the property and minimizing any impacts on neighboring landowners. To accomplish this, we will:

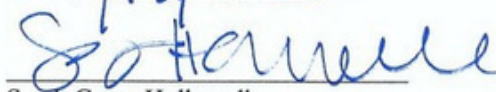
- Provide adequate on-site parking for guests.
- Maintain safe access to and from the property.
- Comply with all applicable building, fire, health, and safety regulations.
- Maintain the property in a clean and orderly manner.
- Take reasonable measures to manage noise and traffic associated with events.
- Operate the venue in a manner that respects the surrounding community and preserves the rural character of the area.

We believe this proposed use will preserve a meaningful piece of Lafayette County's agricultural history while supporting local businesses, creating a welcoming gathering place for families and visitors, and contributing positively to the community. We are committed to operating the venue with professionalism, respect for our neighbors, and appreciation for the property's legacy.

Thank you for your time and consideration of our request. We respectfully ask for your approval of the Conditional Use Permit. If additional information is needed, we would be pleased to provide it.

Respectfully submitted,


Shelby Briscoe Young
Date: 7/13/2026


Sarah Grace Hollowell
Date: 7/13/2026

LANDOWNER AUTHORIZATION LETTER

Date: July 12, 2026

To Whom It May Concern,

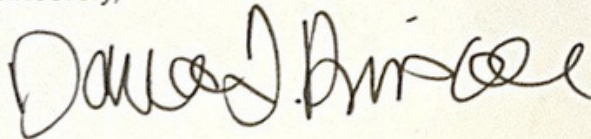
I, Dana Tatum Briscoe, am the legal owner of the real property and any buildings located at:
544 Highway 328
Oxford, Mississippi 38655

This letter serves as my formal authorization and permission for Sarah Grace Hollowell and Shelby Briscoe Young to use, occupy, and operate the above-referenced property and its buildings as an event venue, including the planning, coordination, hosting, and management of weddings, receptions, private events, corporate events, and other lawful gatherings.

This authorization is provided in lieu of a legal description of the property and confirms my consent for Sarah Grace Hollowell and Shelby Briscoe Young to utilize the premises for the purposes described above, including obtaining any licenses, permits, approvals, or other documentation that may require evidence of the property owner's permission.

I affirm that I am the lawful owner of the property and have the authority to grant this authorization. This permission shall remain in effect unless revoked by me in writing. Should additional information or verification be required, I may be contacted upon request.

Sincerely,

A handwritten signature in black ink that reads "Dana Tatum Briscoe". The signature is written in a cursive, flowing style.

Dana Tatum Briscoe
Property Owner
Signature Date: July 12, 2026

501

STATE OF MISSISSIPPI
COUNTY OF LAFAYETTE

MARY R. VARNER,
Grantor

to

QUITCLAIM DEED

TAYLOR-LAFAYETTE COUNTY GIN COMPANY, INC.
Grantee

Raymond Varner owns an undivided one-sixth interest in the Taylor-Lafayette County Gin Company, Inc. Raymond Varner is deceased, having died 9-24-87. His widow, Mary R. Varner now desires to convey her undivided one-sixth interest in the Taylor-Lafayette County Gin Company, Inc. to Taylor-Lafayette County Gin Company, Inc.

Therefore, for and in consideration of ten dollars (\$10.00) cash in hand paid and other good and valuable consideration, the receipt and sufficiency of all of which is hereby acknowledged, I, MARY R. VARNER, do hereby sell, convey and quitclaim unto TAYLOR-LAFAYETTE COUNTY GIN COMPANY, INC. the following described property situated in Lafayette County, Mississippi, said property being more particularly described as follows, to-wit:

TOWNSHIP 9 SOUTH, RANGE 4 WEST,

SECTION 34: 5.02 acres of land in the Northeast Quarter of the Southwest Quarter of Section 34, Township 9 South, Range 4 West, of the Chickasaw Meridian in Lafayette County, Mississippi, and more particularly described by metes and bounds as follows: Beginning at an iron pipe located on the North R.O.W. line of Mississippi Highway No. 328 and located 1702.9 feet North and 1851.5 feet East of the Southwest corner of Section 34, Township 9 South, Range 4 West. Run thence North 26° 37' East along the North R.O.W. of Mississippi Highway 328 a distance of 321.8 feet to a point; thence North 32° 44' East, a distance of 100.0 feet to a point; thence North 37° 50' East a distance of 100.0 feet to a point; thence North 42° 28' East a distance of 100.0 feet to a point; thence North 48° 39' East a distance of 100.0 feet to an iron pipe located on the North R.O.W. of Mississippi Highway 328; thence South 81° 00' West a distance of 544.6 feet to a ten inch persimmon tree; thence South 41° 02' West a distance of 445.5 feet to an iron pipe; thence South 68° 23' East a distance of 460.5 feet to the point of beginning.

501

STATE OF MISSISSIPPI
COUNTY OF LAFAYETTE

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Grantor

to

QUITCLAIM DEED

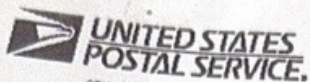
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9589 0710 5270 4048 5832 56			
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208 CR 313 Oxford

City, State, ZIP+4® Oxford MS 38655

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