



**PLANNING COMMISSION MEETING AGENDA  
CITY OF OCEAN SPRINGS - PLANNING COMMISSION  
TUESDAY, AUGUST 12, 2025 - 6:00 PM**

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
  - a. July 8, 2025
- 3. Old Business**
- 4. New Business**
  - a. New Planning Commission Member Orientation
  - b. Spring Plaza Subdivision - 1515 Bienville Blvd - PIDN: 61265011.000 - Request approval for a Commercial Subdivision Final Plat - Abel Karmel
  - c. Marta's Place - 4005 Government Street - PIND: 60127030.040 - Request approval for a Minor Subdivision Final Plat of a 2-lot subdivision - Roland & Marta Williams
  - d. Public Hearing: Robert & Judy Parker - 3420 Groveland Road - PIDN: 60127330.050 - Request approval of a zoning change from RMH Mobile Home Parks to C-H Regional Commercial - Danny Carter/Applicant
  - e. Public Hearing: 221 Audrey Circle - PIDN: 61375036.000 - Lewis Investments LLC - Request approval of a Short-Term Rental Permit - Valerie Lewis
- 5. General Public Comment**
- 6. Commissioner's Forum**
- 7. Adjourn**

**The Minutes of the City of Ocean Springs**  
**Planning Commission**  
**Tuesday, July 8, 2025**

**1. Call Meeting to Order**

The meeting of the City of Ocean Springs Planning Commission was called to order by Chairman Andy Phelan at 6:00 p.m. on Tuesday July 8, 2025. The members present were Joseph McCormick, Kevin O'Connell, Andy Phelan, Marshall Johnson, and Nick Geiser. Absent was Joey Conwell. Also present were Wade Morgan Planning Director, Planning Technicians Elizabeth Dill and Hannah Sullivan, and City Attorney David Harris.

**2. Approval of Minutes:**

- a) June 10, 2025

A motion was made by Kevin O'Connell, seconded by Joseph McCormick to accept the minutes from June 10, 2025, as corrected. The motion carried unanimously.

**3. Old Business:**

A motion was made by Joseph McCormick, second by Kevin O'Connell to accept the email from Chelsea Prince and the packet from Donovan Scuggs into the minutes. The motion carried unanimously.

- a) **Public Hearing: Lima Properties, LLC – Martin Luther King Drive – PIDN: 60119334.000, 60119332.000, 60119330.000, 60119340.000, 60119328.000, and 60119328.050 – Requesting a zoning change from R-D Two Family Residential to CMX-1 Neighborhood Commercial/Mixed Use – Donovan Scuggs**

A motion was made by Kevin O'Connell, seconded by Nick Geiser to open the public hearing. The motion carried unanimously. Ellen Hall, Joe Jewel, James Lewis, Sam Washington, Greg Gipson, Fay Payton, and Richard Jackson spoke in opposition. A motion was made by Kevin O'Connell and seconded by Marshall Johnson to close the public hearing. The motion carried unanimously. A motion was made by Kevin O'Connell and seconded by Joseph McCormick to recommend denial of the rezone from R-D to CMX-1. The motion passed with a 4 to 1 vote. Joseph McCormick, Kevin O'Connell, Andy Phelan, and Marshall Johnson voted yes, and Nick Geiser voted to no.

- b) **Public Hearing: Approve the Draft Ocean Springs 2045 Comprehensive Plan update. City of Ocean Springs**

A motion was made by Marshall Johnson, seconded by Joseph McCormick to open the public hearing. The motion carried unanimously. Joe Jewel, Ellen Hall, and James Lewis spoke in opposition. A motion was made by Kevin O'Connell, seconded by Marshall Johnson to close the public hearing. The motion carried unanimously. A motion was made by Kevin O'Connell, seconded by Marshall Johnson to recommend denial of the Draft Ocean Springs 2045 Comprehensive Plan update. The motion passed with a 3 to 2 vote.

Kevin O'Connell, Marshall Johnson, and Andy Phelan voted yes, and Joseph McCormick and Nick Geiser voted no.

**4. New Business:**

- a) None

**5. General Public Comment**

James Lewis, Ellen Hall, and Joe Jewel thanked the planning commissioners.

**6. Commissioners Forum**

Andy Phelan and the rest of the Planning Commissioners recognized Joseph McCormick for his time and service to the city and the Planning Commission.

**7. Adjourn**

A motion was made by Marshall Johnson seconded by Joseph McCormick to adjourn the meeting. The motion carried unanimously.

DRAFT

**CITY OF OCEAN SPRINGS  
PLANNING DEPARTMENT  
POST OFFICE BOX 1800  
OCEAN SPRINGS, MS 39566-1800  
228-875-4415**

**PLANNING COMMISSION REPORT**

**PUBLIC HEARING DATE:** August 12, 2025

**APPLICANT:** Abe Karmel

**PROPERTY OWNERS:** BDA Spring Plaza, LLC  
Sky Sylvester, LLC

**REQUESTED ACTION:** Final Plat

**DATE OF REQUEST:** July 9, 2025

**LOCATION:** 1515 Bienville Blvd

**PARCEL NUMBER:** 61265011.000

**DESCRIPTION OF REQUEST:**

The applicant is requesting the approval for a Final Plat of Spring Plaza Subdivision for the purpose of subdividing the existing parcel into 3 parcels. The property is currently a commercial shopping center with an existing building on 1 parcel.

**ADJACENT ZONING AND LAND USE:**

**Subject Property: C-H Regional Commercial/Spring Plaza Shopping Center**

**North:** R-1 Low Density Single Family

**South:** C-H Regional Commercial

**East:** C-H Regional Commercial

**West:** C-H Regional Commercial,  
CMX-1 Neighborhood Commercial/Mixed Use,  
& R-1 Low Density Single Family



## **FINDINGS:**

- Sketch & Preliminary plat approved:
  - Planning Commission: June 10, 2025
  - Board of Aldermen: July 1, 2025
- The applicants proposed to subdivide the existing building and lots to help with expense allocation related to the supermarket (ALDI).
- The property is currently zoned C-H Regional Commercial and does not have a required minimum lot area.
- The current tenants in the Spring Plaza shopping center include (provided by applicant):
  - Goodyear
  - Petsense
  - ALDI
  - Stretch Zone
  - Hallmark
  - Pizza Hut
  - We're Better Than Blessed
  - The Lewelling Agency
  - Firehouse Subs
  - Marble Slab Creamery/Great American Cookie
- The current property is approximately 283,751 sq ft and one lot. The applicant proposes to subdivide the property into three lots. C-H zoning does not have a minimum lot area.
  - Lot one: 84,349 sq ft
  - Lot two: 110,987 sq ft
  - Lot three: 88,415 sq ft
- C-H zoning does have a minimum lot width of 25 ft. The current parcel and the three proposed parcels will meet this requirement.
- The current parcel meets all the requirements of C-H zoning setbacks.
  - Front: 5 ft
  - Side: 5 ft
  - Street Side: 10 ft
  - Rear: 10 ft
- If the parcel is subdivided, all three parcels would not meet the 5 ft side setbacks requirements of the C-H zoning.
  - Parcel one: East side will have a zero (0) side set back
  - Parcel two: Both sides will have a zero (0) side set back
  - Parcel three: West side will have a zero (0) side set back
- There is a 7 ft utility easement along the Northern and Eastern property lines.
- A minor subdivision involves the creation of four (4) or fewer lots that:
  - 1) front on an existing improved street,
  - 2) do not involve the creation of a new street,
  - 3) do not involve the extension of municipal utilities, and
  - 4) do not involve the creation of public improvements.
- A shopping center already exists on property, along with parking lot and landscape.
  - The Spring Plaza Center is a major shopping center: A group of commercial establishments planned and designed with common parking or using a common

name, or both, and the total building square footage is greater than one hundred thousand (100,000) square feet.

- The shopping center currently has a shared parking lot and access drives. The applicant has provided proposed private covenants that establish parking, access, and utility easements. These are private easements that can be changed by the lot owners. Staff recommends that the subdivision plat also designate the parking lot and drive aisles as common areas/easements.
- The UDC requires the following information to be shown on the preliminary plat:
  1. Bearing and length of every street line, lot line, boundary line and building setback line whether curved or straight.
  2. The names of all proposed streets, alley lines, lot lines and building setback lines lots numbered in numerical order, reservations, easements, and areas to be dedicated for public use with notes stating their purpose and any limitation.
  3. Tract boundary lines, right-of-way lines of streets, easements, other rights-of-way and property lines of residential lots and other sites.
  4. All dimensions shall be accurate to the nearest one-tenth of a foot and all angles accurate to the nearest minute.
  5. Location, dimensions, and purpose of any easements and any areas to be dedicated for public use or sites for other than residential use with notes stating their purpose and limitations.
  6. Accurate location, material and description of monuments and markers with a complete description of all benchmarks including location, type of mark, elevation, and state plan co-ordinates.
  7. Finish floor elevations for each lot shall be indicated on the final plat.
- Final plat shall show compliance with the requirements of all applicable ordinances of the City of Ocean Springs.

**PUBLIC COMMENT:**

None received as of August 8, 2025.

**POTENTIAL MOTIONS:**

To recommend **approval** of the final plat of Spring Palaza Subdivision located at 1515 Bienville Blvd.

-OR-

To recommend **denial** of the final plat of Spring Plaza Subdivision located at 1515 Bienville Blvd.



City of Ocean Springs Planning Department  
 1018 Porter Avenue / PO Box 1800 Ocean Springs, MS 39564  
 (228) 875-4415

**APPLICATION: SUBDIVISION DEVELOPMENT**

—Specific Requirements Outlined in Chapter 2 of the Unified Development Code—

**SUBDIVISION TYPE:**  Minor (4 lots or less)  Major (more than 4 lots)

**Phase of Development:**  Sketch Plat  Preliminary Plat  Final Plat

*Effective June 11, 2006, the following application fees apply:*

	Minor S/D	Major S/D
Sketch Plat	\$ 250 + \$1	\$ 300 + \$1+ \$1
Preliminary Plat	\$ 250 + \$1 + \$ 50/lot	\$ 250 + \$1+ \$ 50/lot
Final Plat	\$ 250 + \$1 + \$ 50/lot	\$ 250 + \$1+ \$ 50/lot

*\$1.00 fee per Ordinance 2022-17 following requirements of Section 25-60-5 MS Code Annotated.*

*Standard mail fee required for notification of property owners within 500' of applicant property. Exact fee to be determined by City, based on current postage rates.*

**Application Date:** 7/9/2025 (Applications are due by the 7<sup>th</sup> of each month.)

Name of Subdivision:	<u>Spring Plaza Subdivision</u>
Address of Original Parcel(s):	<u>1515 Bienville Boulevard Ocean Springs, MS 39564</u>
Parcel ID(s):	<u>61265011.000</u>

- Applicant: Ain Mitchell / Abe Karnal Phone 713-936-2906  
 Address 10101 Fondren Rd. suite 545 Houston, TX 77096 Email avin@fourpointpropertymanagement.com
- Local Agent: \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_
- Owner of Record: BDA Spring Plaza LLC Phone 713-936-2906  
 Address 10101 Fondren Rd. suite 545 Houston, TX 77096 Email avin@fourpointpropertymanagement.com
- Engineer: \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_
- Land Surveyor: Heath Myers Phone 1-888-933-2111  
 Address 3825 North Shiloh Ct. Fayetteville, AR Email heath@blevinc.com
- Attorney: \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_

**Attach Appropriate Checklist for Requested Phase of Review**

**Property Information**

1. Tax Map Designation: Section 19 Township: 7 South Range: 8 West
2. Proposed Subdivision Location: On the East side of Vermont (street)  
100' (distance in feet) North (relative direction) of U.S. Highway 90 (street)
3. List all contiguous holdings in the same ownership:  
Section \_\_\_\_\_ Lot(s) \_\_\_\_\_
4. Zoning of Parcel(s): N/A 5. Total Acreage: 283,751 Sq. Feet +/- 6.514 acres
6. Smallest Lot Size: 84,349 SF +/- 1.936 acres 7. Proposed # of Lots: 3
9. Is the property located within a special district? (historic district, waterview preservation, or other designated overlay district, etc.) No
11. Does the property include any wetlands? If so, include professional wetland delineation. No
12. Has any lot included in this request been previously split or reconfigured, to your knowledge? No
13. Are there any easements or other legal restrictions on the property? If so, please explain. No  
7' utility easement along the Northern and Eastern property lines
14. Are there any existing structures on the property? If so, will they be kept or demolished? kept

**Proposed Subdivision Information**

15. Is the subdivision infrastructure proposed to be:  PUBLIC or  PRIVATE?
16. Are any commercial or multi-use activities proposed?  Yes  No  
If so, please describe: existing Commercial Shopping Center
17. Are any variances being requested for the proposed subdivision? If so, please explain.  
No
18. Have there been any variances, exceptions, appeals or special uses granted for any properties in this request?  
 Yes  No If yes, please explain and state the date(s) of approval: \_\_\_\_\_
19. Is any open space or common area included in this subdivision? (Include any bus stops.)  Yes  No  
If yes, please describe: \_\_\_\_\_
20. Is the subdivision ingress/egress onto a "major" road, as classified by the City?  Yes  No
21. **Complete where applicable:**  
For Preliminary Plat: Date SKETCH PLAT was approved by Board of Aldermen: \_\_\_\_\_  
For Final Plat: Date PRELIMINARY PLAT was approved by Board of Aldermen: 7/11/2025
  - Were any changes made subsequent to preliminary plat approval?  Yes  No  
If yes, please describe: \_\_\_\_\_
  - Does this final plat request include the entire area approved in the preliminary plat?  Yes  No

**Notes and Next Steps for each phase are provided on the REQUIRED checklists.**

**Affidavit of Ownership**

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance into the present owner as recorded in the County Records of Deeds (Chancery Clerk) office. This affidavit shall indicate the legal ownership of the property, the contract owner of the property, and the date the contract of sale was executed.

I, (print name) Ben Medetsky, hereby certify that:

1. I am the owner of the property that is the subject of this application and that I have read and understand the requirements as outlined in the application.
2. There are no outstanding City of Ocean Springs property taxes or special assessments on the original parcel(s).

I further acknowledge that the information provided herein is true and correct to the best of my knowledge.

Owner(s) Name: BFA Spring Plaza LLC Parcel ID(s): 01265011,000

Date Property Acquired Date: 8/28/2024 Book and Page of Each Conveyance:

Book 2180 pages 318-323

Owner's Signature B. Medetsky Date: 7/9/2025

**NOTE: If corporate ownership, attach a list of all directors, officers, stockholders of each corporation owning more than 5% of any class of stock.**

STATE OF Texas

COUNTY OF Harris

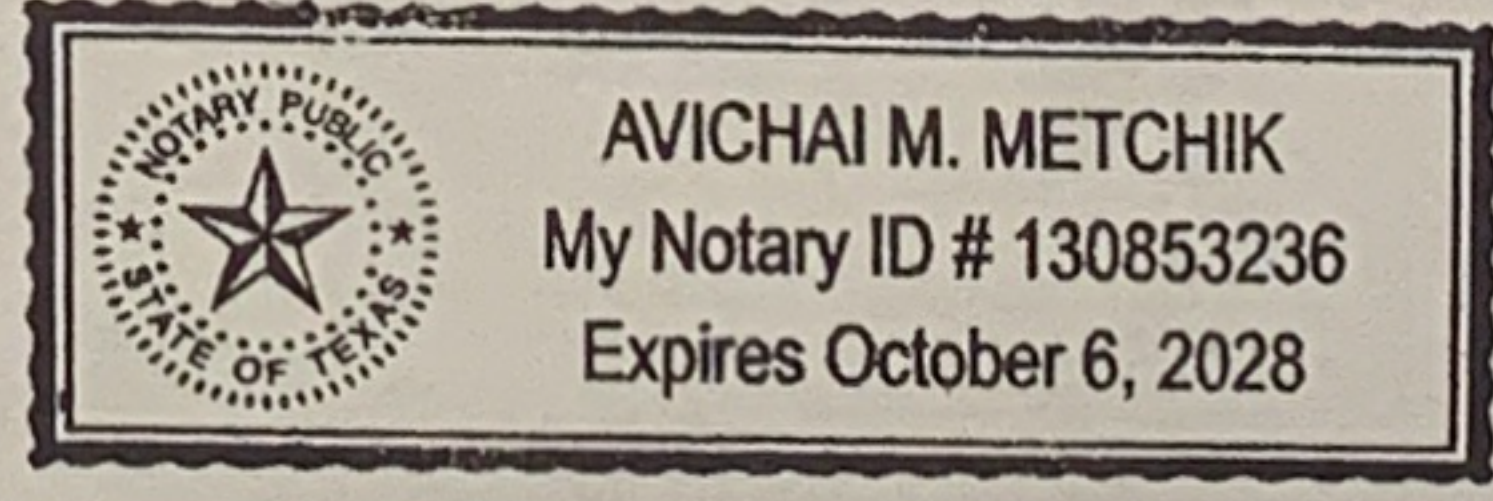
I Ben Medetsky, hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true.

Mailing Address 1901 Fondren Rd. Suite 545 Houston, TX 77096

Subscribed and sworn before me this 9th day of June, 2025.

My Commission expires: 10/6/2028

Notary Signature: [Signature]



# FINAL PLAT OF: SPRING PLAZA SUBDIVISION

CITY OF OCEAN SPRINGS,  
JACKSON COUNTY, MISSISSIPPI

**OWNER INFORMATION**  
N/F: SPRING PLAZA LIMITED PARTNERSHIP  
MAILING ADDRESS: 909 POYDRAS STREET, STE 1700  
NEW ORLEANS LA 70112  
PARCEL ID: 61265011.000

## OCEAN SPRINGS PLANNING COMMISSION REVIEW

I HEREBY CERTIFY THAT AT THEIR MEETING OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, THE PLANNING COMMISSION OF THE CITY OF OCEAN SPRINGS, MISSISSIPPI, APPROVED THIS PLAT.

WITNESS MY SIGNATURE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

CHAIRMAN, CITY PLANNING COMMISSION

## OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF THE PROPERTY DESCRIBED AND SUBDIVIDED HEREON AND THAT THE PLAT CORRECTLY SHOWS SAID SUBDIVISION.

WITNESS MY SIGNATURE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

OWNER OR AUTHORIZED REPRESENTATIVE

## ACKNOWLEDGEMENT

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, PERSONALLY APPEARED BEFORE ME THAT HE/SHE EXECUTED THE ABOVE AND FOREGOING OWNERS' CERTIFICATION, AS THE ACT AND DEED OF THE OWNER AFTER HAVING BEEN DULY AUTHORIZED TO SO DO.

WITNESS MY SIGNATURE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

## CERTIFICATE OF RECORD

THIS IS TO CERTIFY THAT THIS PLAT WAS FILED IN THE OFFICE OF THE CHANCERY CLERK OF JACKSON COUNTY, MISSISSIPPI, AND WAS RECORDED IN PLAT BOOK \_\_\_\_\_ ON PAGES \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

BY: \_\_\_\_\_

CHANCERY CLERK

## CERTIFICATE OF APPROVAL BOARD OF ALDERMEN CITY OF OCEAN SPRINGS

THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF OCEAN SPRINGS, MISSISSIPPI, HEREBY APPROVE THIS PLAT, AS GRANTED AT THEIR MEETING OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_

WITNESS MY SIGNATURE AND THE OFFICIAL SEAL OF THE CITY OF OCEAN SPRINGS, MISSISSIPPI, THE \_\_\_\_\_ DAY OF \_\_\_\_\_

MAYOR

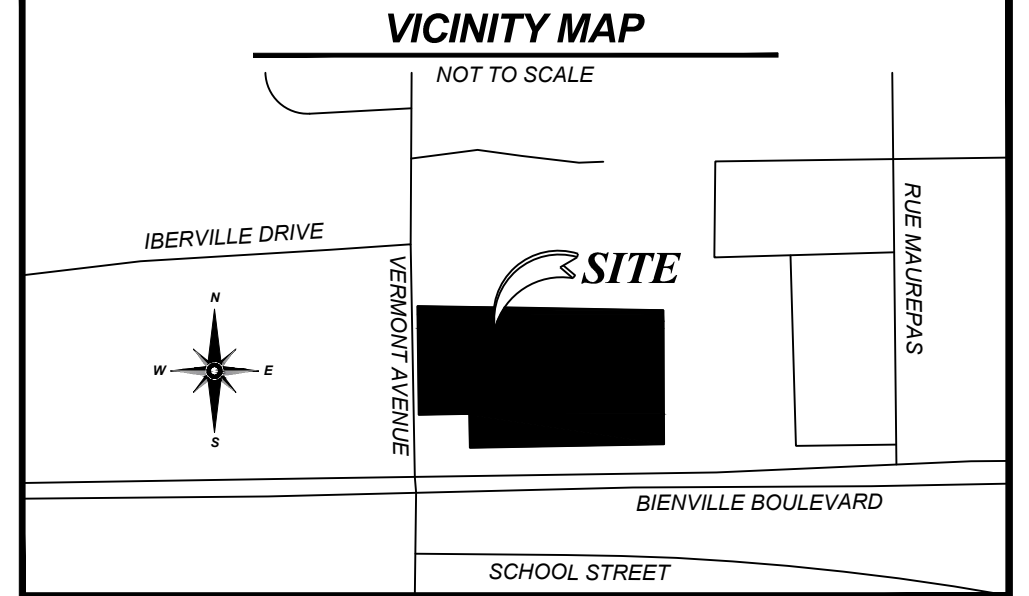
CITY CLERK

## CERTIFICATE OF DEDICATION

ALL PUBLIC STREETS, HIGHWAYS, WATER SANITARY SEWER, STORMWATER SEWER, ANY OTHER PUBLIC UTILITIES, AND OTHER RIGHTS-OF-WAY, EASEMENTS OR PARCELS FOR PUBLIC PARKS OR OTHER PUBLIC USE TO THE CITY OF OCEAN SPRINGS, MISSISSIPPI, EXECUTED BY THE OWNERS AND ALL OTHER PARTIES WHO HAVE A MORTGAGE OR LIEN INTEREST IN THE PROPERTY

## CERTIFICATE OF ACCURACY

THE PLANS OF SAID SUBDIVISION AND THE CONSTRUCTION OF ALL IMPROVEMENTS THEREIN, WHICH ARE OR MAY BECOME THE PROPERTY OF THE CITY OF OCEAN SPRINGS, HAVE BEEN DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF OCEAN SPRINGS AND ALL OTHER LAWS, RULES, ORDINANCES, REGULATIONS, AND THEY OR EXCEED ALL ACCEPTED ENGINEERING STANDARDS.



## REFERENCE MATERIALS

1. FINAL PLAT OF MAPLE WOODS SUBDIVISION
2. FINAL PLAT OF THE MESTIER SUBDIVISION PLAT BOOK 2, PAGE 2
3. DEED BOOK 976, PAGE 465
4. ROSEMONT SUBDIVISION PLAT BOOK 19, PAGE 55
5. EASEMENT GRANTED IN BOOK 282, PAGE 196

## SUBDIVISION NOTES

1. COMPLETED FIELD WORK WAS JUNE 12, 2024.
2. SOME FEATURES SHOWN ON THIS PLAT MAY BE SHOWN OUT OF SCALE FOR CLARITY.
3. DIMENSIONS ON THIS PLAT ARE EXPRESSED IN FEET AND DECIMAL PARTS THEREOF UNLESS OTHERWISE NOTED. MONUMENTS WERE FOUND AT POINTS WHERE INDICATED.
4. THE BASIS OF BEARINGS OF THIS SURVEY IS GRID NORTH BASED ON THE SOUTH LINE OF THE SUBJECT PROPERTY. THE BEARING IS DENOTED AS S89°10'14"W PER GPS COORDINATE OBSERVATIONS MISSISSIPPI STATE PLANE, EAST ZONE NAD83. LATITUDE = 30°24'58.6386" LONGITUDE = -88°49'02.4422" CONVERGENCE ANGLE = 00°00'29.1405"
5. BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY NO. 28059C0287G WHICH BEARS AN EFFECTIVE DATE OF 3/16/2009 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA.
6. NAMES AND ADDRESSES OF ADJOINING PROPERTY OWNERS WERE TAKEN FROM JACKSON COUNTY, MISSISSIPPI, GIS.
7. AN EASEMENT FOR INGRESS, EGRESS, AND REGRESS IS ESTABLISHED OVER THE ENTIRETY OF LOTS 1, 2, AND 3 FOR THE MUTUAL BENEFIT OF ALL LOTS WITHIN THE SUBDIVISION. THIS EASEMENT IS DEDICATED TO PROVIDE PERPETUAL, UNOBSTRUCTED ACCESS TO AND FROM BIENVILLE BOULEVARD (U.S. HIGHWAY 90) AND VERMONT AVENUE FOR THE OWNERS, THEIR SUCCESSORS, ASSIGNS, AND INVITEES OF LOTS 1, 2, AND 3. THE EASEMENT SHALL RUN WITH THE LAND AND BE BINDING UPON ALL FUTURE OWNERS OF THE LOTS WITHIN THE SUBDIVISION.

## LEGAL DESCRIPTION: PER BOOK 976 PAGE 465

ALL THAT CERTAIN LOT, PIECE OR PART OF LAND, WITH THE BUILDINGS AND IMPROVEMENTS THEREON ERRECTED, SITUATE, LYING AND BEING IN THE CITY OF OCEAN SPRINGS, COUNTY OF JACKSON, STATE OF MISSISSIPPI.

THAT CERTAIN PARCEL OF LAND SITUATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 19 TOWNSHIP 7 SOUTH, RANGE 8 WEST, OCEAN SPRINGS, JACKSON COUNTY, MISSISSIPPI, AND BEING DESCRIBED MORE IN PARTICULARLY AS FOLLOWS, TO-WIT:

COMMENCING AT THE INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 90 WITH THE EAST LINE OF VERMONT AVENUE AND RUN THENCE NORTH 88 DEGREES 55 MINUTES EAST ALONG THE NORTH LINE OF U.S. HIGHWAY NO. 90 A DISTANCE OF 150.0 FEET TO AN IRON PIN AND THE POINT-OF-BEGINNING OF THE HEREIN DESCRIBED PARCEL, FROM SAID POINT-OF-BEGINNING RUN THENCE NORTH 0 DEGREES 58 MINUTES WEST A DISTANCE OF 100.1 FEET TO AN "X" IN A CONCRETE WALL, THENCE SOUTH 88 DEGREES 55 MINUTES WEST A DISTANCE OF 59.0 FEET TO A CROSS CUT IN CONCRETE ON THE EAST RIGHT-OF-WAY LINE OF VERMONT AVENUE, THENCE NORTH 0 DEGREES 58 MINUTES WEST ALONG THE EAST LINE OF VERMONT AVENUE A DISTANCE OF 322.9 FEET TO AN IRON PIPE, THENCE SOUTH 88 DEGREES 50 MINUTES EAST A DISTANCE OF 732.8 FEET TO AN IRON PIN, THENCE SOUTH 0 DEGREES 16 MINUTES EAST A DISTANCE OF 394.3 FEET TO A CONCRETE MONUMENT ON THE NORTH RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 90, THENCE SOUTH 88 DEGREES 55 MINUTES WEST ALONG THE NORTH LINE OF U.S. HIGHWAY NO. 90 A DISTANCE OF 577.5 FEET TO THE POINT-OF-BEGINNING.

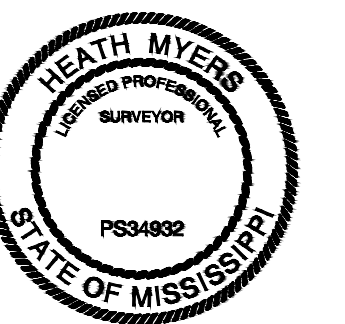
NOTE FOR INFORMATION: BEING PARCEL NO(S), 61265011.000, OF THE CITY OF OCEAN SPRINGS, COUNTY OF JACKSON.

## SURVEYOR'S CERTIFICATION

I, HEATH A. MYERS, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF MISSISSIPPI, DO HEREBY CERTIFY THAT THE FOREGOING PLAT AND DESCRIPTION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

WITNESS MY SIGNATURE ON THIS 13TH DAY OF JANUARY, 2025.

Heath Myers  
HEATH A. MYERS  
LICENSED PROFESSIONAL SURVEYOR NO. P934932  
STATE OF MISSISSIPPI  
MISSISSIPPI C.O.A. S-28528



## ACKNOWLEDGEMENT

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, PERSONALLY APPEARED BEFORE ME THAT HE/SHE EXECUTED THE ABOVE AND FOREGOING OWNER'S CERTIFICATION, AS THE ACT AND DEED OF THE OWNER AFTER HAVING BEEN DULY AUTHORIZED TO SO DO.

WITNESS MY SIGNATURE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

NOTARY PUBLIC

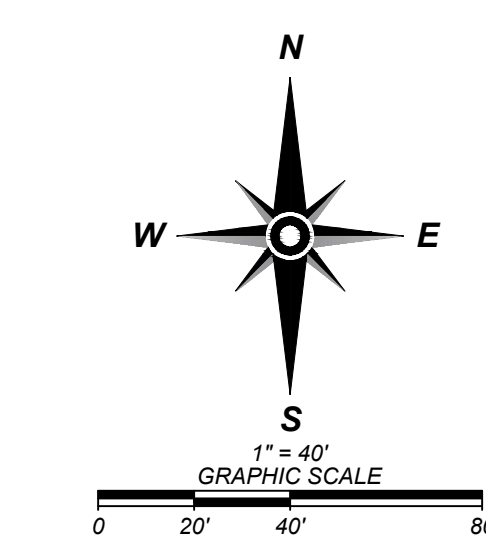
MY COMMISSION EXPIRES: \_\_\_\_\_

# BLEW

Surveying | Engineering | Environmental

3825 NORTH SHILOH DRIVE,  
FAYETTEVILLE, AR 72703  
OFFICE: 479-383-2111  
SUPPORT@BLEWINC.COM

SURVEYOR JOB NUMBER:  
24-7702  
SURVEY DRAWN BY:  
CRH - 11/08/2024  
SURVEY REVIEWED BY:  
TS  
SHEET NUMBER:  
1 OF 1



## LEGEND & SYMBOLS

- DENOTES A FOUND MONUMENT AS-NOTED
- DENOTES A SET MONUMENT AS-NOTED
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- (M) MEASURED/CALCULATED DIMENSION
- (R) RECORD DIMENSION PER BOOK 976, PAGE 465
- N/F NOW OR FORMERLY
- PROPERTY LINE
- - - EASEMENT LINE
- - - RIGHT-OF-WAY LINE (R/W)
- - - LOT LINE/ADJOINER LINE
- COMMON AREA

## LINE TABLE

LINE	BEARING	DISTANCE
L1 (M)	N 00°06'03" E	10.00'
L2 (M)	S 89°53'57" E	5.00'
L3 (M)	N 89°53'57" W	11.20'

## CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1 (M)	50.00'	218.62'	81.65'	N 35°09'54" W	250°31'40"
C2 (M)	25.00'	30.77'	28.86'	S 54°49'45" W	70°31'11"
C3 (M)	199.78'	62.82'	62.56'	N 71°32'56" W	18°01'01"
C4 (M)	530.64'	48.26'	48.24'	N 71°08'51" W	5°12'39"
C5 (M)	530.28'	43.88'	43.87'	N 76°09'38" W	4°44'30"
C6 (M)	315.98'	107.54'	107.02'	N 88°17'06" W	19°29'59"
C7 (M)	737.85'	96.59'	96.52'	S 85°42'55" W	7°30'01"
C8 (M)	25.02'	39.28'	35.36'	N 45°32'20" W	89°57'41"
C9 (M)	210.96'	11.59'	11.58'	N 68°15'44" W	3°08'48"

**CITY OF OCEAN SPRINGS  
PLANNING DEPARTMENT  
POST OFFICE BOX 1800  
OCEAN SPRINGS, MS 39566-1800  
228-875-4415**

**PLANNING COMMISSION REPORT**

**PUBLIC HEARING DATE:** August 12, 2025

**APPLICANT(S):** Roland Williams

**PROPERTY OWNERS:** Roland Williams  
Marta Williams

**DATE OF REQUEST:** July 7, 2025

**REQUESTED ACTION:** Final Plat

**LOCATION:** 4005 Government St

**PARCEL NUMBER:** 60127030.040

**DESCRIPTION OF REQUEST:**

The applicant is requesting the approval of the Final Plat of Marta's Place a Minor Subdivision containing 2 lots.

**ADJACENT ZONING AND LAND USE:**

**Subject Property:** R-1 Low Density Single Family/Single family dwelling

**North:** R-1 Low Density Single Family

**South:** R-1 Low Density Single Family

**East:** R-1 Low Density Single Family

**West:** R-1 Low Density Single Family



## **FINDINGS:**

- Sketch & Preliminary plat approved:
  - Planning Commission: June 10, 2025
  - Board of Aldermen: July 1, 2025
- The property is currently zoned R-1 Low Density Single Family.
  - Low density single-family detached dwellings. Allows 1-3 du/acre. Consistent with traditional suburban development patterns.
- R-1:
  - Minimum lot area: 13,500 sq ft; Both proposed lots will meet this requirement.
    - Proposed Lot B: 66,053 sq ft
    - Proposed Lot C: 14,398 sq ft
  - Minimum lot width: 100 ft; Both proposed lots will meet this requirement.
    - Proposed Lot B: 105 ft
    - Proposed Lot C: 120 ft
- The property is currently 1.85 acres in size and the property owner is proposing to subdivide the property into two lots.
  - Lot B: 1.52 acres
    - The proposed lot already has an existing single-family dwelling.
  - Lot C: 0.33 acres
    - The proposed lot is vacant.
- This property was part of a lot split by James McQuilkin in April 2005. The UDC prohibits a parcel being split more than once.
  - A minor subdivision was done on this property in 2007 creating two lots.
    - Planning commission:
      - The application was presented and approved on May 8, 2007.
    - Board of Aldermen:
      - The application was presented and approved on May 15, 2007.
  - The minor subdivision from 2007 was never recorded properly with Jackson County Land Records. Due to length of time from previous approval the owner must reapply for a minor subdivision. The current subdivision is the same as the previous 2007 plan.
- The UDC requires the following information to be shown on the final plat:
  1. Bearing and length of every street line, lot line, boundary line and building setback line whether curved or straight.
  2. The names and lines of all proposed streets, alley lines, lot lines and building setback lines lots numbered in numerical order, reservations, easements, and areas to be dedicated to public use with notes stating their purpose and any limitation.
  3. Tract boundary lines, right-of-way lines of streets, easements other rights-of-way and property lines of residential lots and other sites.
  4. All dimensions shall be accurate to the nearest one-tenth of a foot and all angles accurate to the nearest minute.
  5. Location, dimensions and purpose of any easements and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and limitations.

6. Accurate location, material and description of monuments and markers with a complete description of all benchmarks including location, type of mark, elevation, and state plan co-ordinates.
  7. Finish floor elevations for each lot shall be indicated on the final plat.
- Final plat shall show compliance with the requirements of all applicable ordinances of the City of Ocean Springs.

**PUBLIC COMMENT:**

None received as of August 8, 2025.

**POTENTIAL MOTIONS:**

To recommend **approval** of the final plat of Marta's Place a Minor Subdivision located at 4005 Government Street.

-OR-

To recommend **denial** of the final plat of Marta's Place a Minor Subdivision located at 4005 Government Street.



City of Ocean Springs Planning Department  
 1018 Porter Avenue / PO Box 1800 Ocean Springs, MS 39564  
 (228) 875-4415

**APPLICATION: SUBDIVISION DEVELOPMENT**

—Specific Requirements Outlined in Chapter 2 of the Unified Development Code—

**SUBDIVISION TYPE:**  Minor (*4 lots or less*)  Major (*more than 4 lots*)

**Phase of Development:**  Sketch Plat  Preliminary Plat  Final Plat

*Effective June 11, 2006, the following application fees apply:*

	<u>Minor S/D</u>	<u>Major S/D</u>
Sketch Plat	\$ 250 + \$1	\$ 300 + \$1+ \$1
Preliminary Plat	\$ 250 + \$1 + \$ 50/lot	\$ 250 + \$1+ \$ 50/lot
Final Plat	\$ 250 + \$1 + \$ 50/lot	\$ 250 + \$1+ \$ 50/lot

*\$1.00 fee per Ordinance 2022-17 following requirements of Section 25-60-5 MS Code Annotated.*

*Standard mail fee required for notification of property owners within 500' of applicant property. Exact fee to be determined by City, based on current postage rates.*

**Application Date:** July 7, 2025 (*Applications are due by the 7<sup>th</sup> of each month.*)

Name of Subdivision:	<u>Marta's Place</u>
Address of Original Parcel(s):	<u>4005 Government Street, Ocean Springs, MS 39564</u>
Parcel ID(s):	<u>60127030.040</u>

1. Applicant: Roland Williams Phone 228-282-2652  
 Address 4005 Government Street, Ocean Springs Email \_\_\_\_\_
2. Local Agent: \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_
3. Owner of Record: Roland and Marta Williams Phone \_\_\_\_\_  
 Address 4005 Government Street, Ocean Springs Email \_\_\_\_\_
4. Engineer: Lawrence C. Rumsey Phone 228-432-9344  
 Address 910 Howard Ave., Biloxi, MS 39530 Email larry@rumseyengineering.com
5. Land Surveyor: Lawrence C. Rumsey Phone 228-432-9344  
 Address 910 Howard Ave., Biloxi, MS 39530 Email larry@rumseyengineering.com
6. Attorney: Patrick Sheehan Phone 228-432-1107  
 Address 179 Lameuse Street, Biloxi, MS 39530 Email \_\_\_\_\_

**Attach Appropriate Checklist for Requested Phase of Review**

**Property Information**

- 1. Tax Map Designation: Section 27 Township: 7 South Range: 8 West
- 2. Proposed Subdivision Location: On the North side of Government Street (street)  
0 ft (distance in feet) East (relative direction) of Perryman Drive (street)
- 3. List all contiguous holdings in the same ownership:  
Section \_\_\_\_\_ Lot(s) \_\_\_\_\_
- 4. Zoning of Parcel(s): R-1 5. Total Acreage: 1.85 acres
- 6. Smallest Lot Size: 0.33 acres 7. Proposed # of Lots: 2
- 9. Is the property located within a special district? (historic district, waterview preservation, or other designated overlay district, etc.) No
- 11. Does the property include any wetlands? If so, include professional wetland delineation. No
- 12. Has any lot included in this request been previously split or reconfigured, to your knowledge? Yes
- 13. Are there any easements or other legal restrictions on the property? If so, please explain. \_\_\_\_\_  
Utility easement along East side Perryman Road
- 14. Are there any existing structures on the property? If so, will they be kept or demolished? Kept

**Proposed Subdivision Information**

- 15. Is the subdivision infrastructure proposed to be:  PUBLIC or  PRIVATE?
- 16. Are any commercial or multi-use activities proposed?  Yes  No  
If so, please describe: \_\_\_\_\_
- 17. Are any variances being requested for the proposed subdivision? If so, please explain.  
No
- 18. Have there been any variances, exceptions, appeals or special uses granted for any properties in this request?  
 Yes  No If yes, please explain and state the date(s) of approval: \_\_\_\_\_
- 19. Is any open space or common area included in this subdivision? (Include any bus stops.)  Yes  No  
If yes, please describe: \_\_\_\_\_
- 20. Is the subdivision ingress/egress onto a "major" road, as classified by the City?  Yes  No
- 21. **Complete where applicable:**  
For Preliminary Plat: Date SKETCH PLAT was approved by Board of Aldermen: July 1, 2025  
For Final Plat: Date PRELIMINARY PLAT was approved by Board of Aldermen: July 1, 2025
  - Were any changes made subsequent to preliminary plat approval?  Yes  No  
If yes, please describe: \_\_\_\_\_
  - Does this final plat request include the entire area approved in the preliminary plat?  Yes  No

**Notes and Next Steps for each phase are provided on the REQUIRED checklists.**

**Affidavit of Ownership**

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance into the present owner as recorded in the County Records of Deeds (Chancery Clerk) office. This affidavit shall indicate the legal ownership of the property, the contract owner of the property, and the date the contract of sale was executed.

I, (print name) Roland Williams, hereby certify that:

1. I am the owner of the property that is the subject of this application and that I have read and understand the requirements as outlined in the application.
2. There are no outstanding City of Ocean Springs property taxes or special assessments on the original parcel(s).

I further acknowledge that the information provided herein is true and correct to the best of my knowledge.

Owner(s) Name: Roland Williams Parcel ID(s): 60127030.040

Date Property Acquired Date: 06/13/2006 Book and Page of Each Conveyance: DB 1417, Page 253

Owner's Signature Roland Williams Date: 7-7-25

**NOTE: If corporate ownership, attach a list of all directors, officers, stockholders of each corporation owning more than 5% of any class of stock.**

STATE OF MISSISSIPPI

COUNTY OF JACKSON

I ROLAND WILLIAMS, hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true.

Mailing Address 4005 GOVERNMENT ST OCEAN SPRINGS, MS.

Subscribed and sworn before me this 7 day of July, 2025.

My Commission expires: 01/24/2028

Notary Signature: Leah Marie Dutil



A.P.R. = AS PER RECORD  
 A.P.S. = AS PER SURVEY  
 A.P.C. = AS PER CALCULATION  
 A.P.T. = AS PER TAX MAP  
 C.N.S. = COULD NOT SET  
 A.P.D. = AS PER DEED  
 A.P.P. = AS PER PLAT

NOTES:

THIS SURVEY WAS PERFORMED FROM INFORMATION PROVIDED BY CLIENT AND LIMITED RESEARCH ONLINE WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT. THIS DRAWING MAY NOT SHOW ALL EASEMENTS AND OTHER RESTRICTIONS OF RECORD.

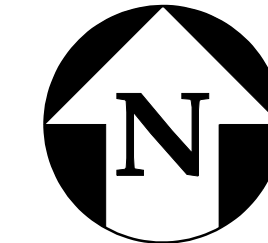
SUCH LAND WHICH COMPRISES THE SHORES OR BANKS OF NAVIGABLE RIVERS, STREAMS, LAKES, BAYS, ESTUARIES, GULFS OR OCEANS, OR LAND WHICH IS BELOW MEAN HIGH TIDE, MAY BE CONSIDERED AS PUBLIC TRUST LANDS AS DETERMINED BY THE PUBLIC TRUST TIDELANDS ACT ADOPTED IN 1989 BY THE STATE OF MISSISSIPPI.

THIS SURVEY DOES NOT REFLECT THE LOCATION OF THE MEAN HIGH TIDE WATER LINE.

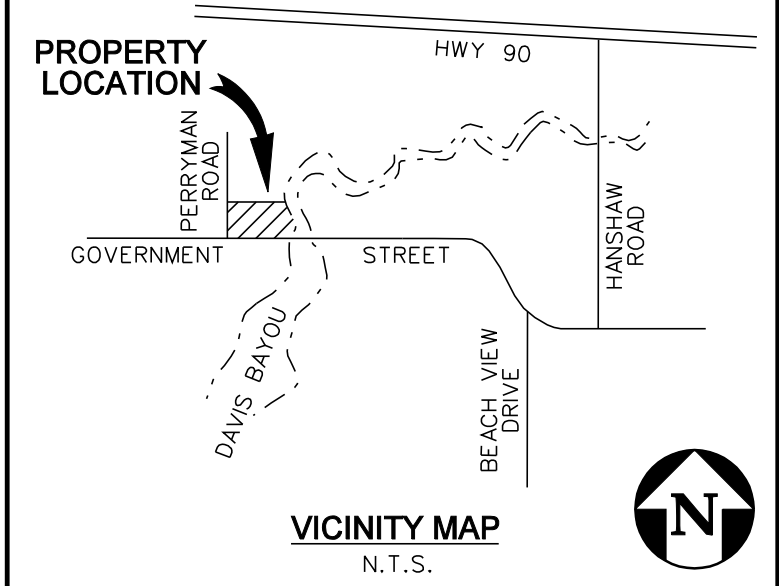
IMPROVEMENTS NOT SHOWN AT REQUEST OF OWNER

# MARTA'S PLACE

City of Ocean Springs  
 Page One of Two

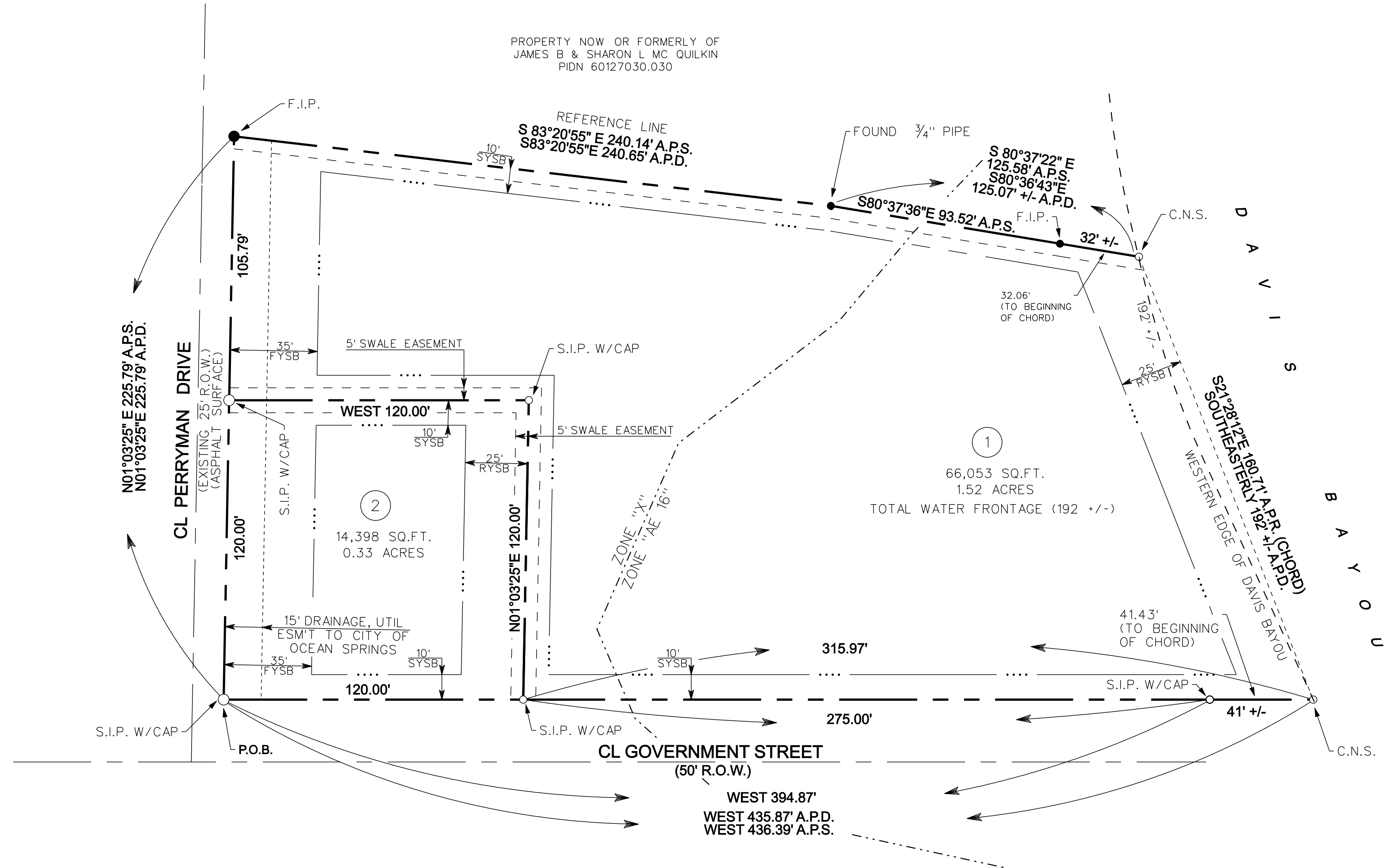


SCALE: 1" = 30'  
 CLASS "B" SURVEY



LEGEND:

- = FOUND IRON PIN ( F.I.P. )
- = SET CAPPED IRON PIN ( S.I.P. )
- ⊕ = SECTION CORNER
- ⊠ = CONCRETE MONUMENT



REFERENCE MATERIAL:

- JACKSON COUNTY WEB MAPPING
- SURVEY BY LAWRENCE C. RUMSEY, P.L.S., DATED OCTOBER 8, 2005 AND REVISED DECEMBER 28, 2005
- DRAWING BY LAWRENCE C. RUMSEY, P.L.S., DATED JULY 18, 2006
- WARRANTY DEED BK 1417 PG 253-254
- DEED - DB 1422 PG 394
- DEED - DB 1416 PG 455
- DEED - DB 1319 PG 17
- SURVEY BY ERIC MENHENNETT, P.L.S., DATED FEBRUARY 8, 2002 AND REVISED AUGUST 13, 2003

06-17-2025

Rumsey Consulting Engineering, Inc.  
 Planning, Surveying, Design

910 Howard Avenue  
 Biloxi, Mississippi 39530  
 (228) 432-9344



**CITY OF OCEAN SPRINGS  
PLANNING DEPARTMENT  
POST OFFICE BOX 1800  
OCEAN SPRINGS, MS 39566-1800  
228-875-4415**

**PLANNING COMMISSION REPORT**

**PUBLIC HEARING DATE:** August 12, 2025

**APPLICANT:** Danny Carter

**PROPERTY OWNERS:** Robert Parker  
Judy Parker

**REQUESTED ACTION:** Rezone

**DATE OF REQUEST:** June 19, 2025

**LOCATION:** 3420 Groveland Road

**PARCEL NUMBERS:** 60127330.050

**DESCRIPTION OF REQUEST:**

The applicant requests approval for a zoning change from RMH Mobile Home Parks to C-H Regional Commercial.

**ADJACENT ZONING AND LAND USE:**

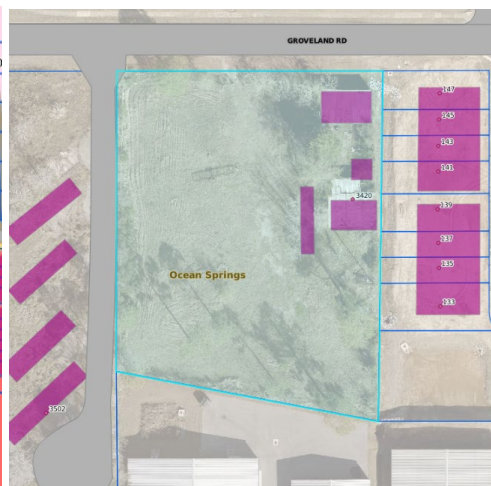
**Subject Property:** RMH Mobile Home Parks/Vacant

**North:** RM-2 Multi-family Dwelling

**South:** C-H Regional Commercial

**East:** C-H Regional Commercial

**West:** C-H Regional Commercial



## **FINDINGS:**

- The applicant proposed to rezone the property that is currently zoned RMH Mobile Home Parks to C-H Commercial Regional.
- The property is currently vacant and is 1.14 acres in size with a lot width of approximately 207.8 ft.
- RMH provides location for mobile and manufactured homes located in park settings.
- C-H is the most intense commercial mixed-use district, allows up to 75' building heights. Includes most intense retail, office and residential development patterns with high traffic generation rates that serve a regional population.
- RMH Zoning District:
  - Lot Area – 4,000 sq ft
  - Lot Width – 50 ft
  - Front Setback – 20 ft
  - Rear Setback – 10 ft
  - Side & Street Side Setback – 10 ft
- C-H Zoning District:
  - Lot Area – None
  - Lot Width – 25 ft
  - Front Setback – 5 ft
  - Rear Setback – 10 ft
    - In transitional zones, where single family, two-family (duplex), attached or townhouse dwellings are adjacent to the commercial district, the minimum rear setback shall be 25 feet.
  - Side Setback – 5 ft
  - Street Side Setback – 10 ft
- The property currently fits the RMH zoning district requirements and if rezoned it will meet the C-H zoning district requirements.

## **REZONE CRITERIA:** UDC (Pages 43-44)

- The UDC Section 2.15.5 provides the following criteria. In its review of an application, the Hearing Bodies shall consider the following criteria as applicable to the UDC text or Zoning Map amendment. No single factor is controlling; instead, each must be weighed in relation to the other standards.
  - A. Consistency. Rezoning shall be consistent with the adopted Comprehensive Plan;
  - B. Mississippi law requirements. There must have been either an error in the initial zoning or a change in the character of the neighborhood to such an extent as to justify reclassification of the property and some demonstrated compelling need before existing zoning may be changed;
  - C. Adverse Impacts on Neighboring Lands. The Hearing Body shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. Further, the City finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion and air pollution. Accordingly, rezonings may promote mixed uses subject to a high degree of design control;
  - D. Suitability as Presently Zoned. The Hearing Body shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others,

must often be weighed in relation to the other standards, and instances can exist in which the use for which land is zoned may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the Comprehensive Plan, specification, or UDC;

- E. Health, Safety, and Welfare. The amendatory ordinance must bear a substantial relationship to the public health, safety or general welfare, or protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists, and this is so even if the private owner of the tract will also benefit.;
- F. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic Development, mixed-use Development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans;
- G. Size of Tract. The Hearing Body shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Amendatory ordinances shall not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an amendatory ordinance;
- H. Other Factors. The Hearing Body must consider any other factors relevant to a rezoning application under state law; and
- I. The council shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.
  - The applicant addresses the criteria as part of their application.
  - The applicant has provided the proposed site plan: See attachment.

**PUBLIC FEEDBACK:**

None received as of August 8, 2025.

**POTENTIAL MOTIONS:**

To recommend **approval** of the rezoning of 3420 Groveland Rd from RMH Mobile Home Parks to C-H Regional Commercial.

– OR –

To recommend **denial** of the rezoning of 3420 Groveland Rd from RMH Mobile Home Parks to C-H Regional Commercial.



City of Ocean Springs Planning Department  
1018 Porter Avenue / PO Box 1800 Ocean Springs, MS 39564  
(228) 875-4415

**CHANGE IN ZONING / USE PERMIT APPLICATION**

Effective June 11, 2006, the following application fees apply:

Application Fee Required\*: **\$ 250.00 (NON REFUNDABLE)**

**\$ 1.00** (Per Ordinance 2022-17 following the requirements of Section 25-60-5 MS Code Annotated)

\* Does not include mail fee, to be determined by City.

**Standard mail fee required for notification of property owners within 500' of applicant property. Exact fee to be determined by City, based on current postage rates. AND MUST BE PAID FOR BY THE APPLICANT BEFORE MAILING.**

Application Date: 6-19-2025

(Applications are due by the 7th of each month for the meeting scheduled for the subsequent month.)

**Indicate Request:** Change In Zoning District  Use Permit  Conditional Use Permit

**Applicant Information**

Address of Lot(s): 3420 Groveland Rd. Ocean Springs, MS 39564  
Parcel ID(s): 60127330.050

- 1. Applicant: Danny Carter Phone: 228-861-1970  
Address: 3530 Wells Ferry Cove Biloxi Email: danny5051@bellsouth.net
- 2. Owner of Record: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_

**COMPLETE THE FOLLOWING:**

- 1. Current Zoning classification of property: RmH  
New Zoning District Requested (if applicable): CH
- 2. Explain the present use of the property and condition of any existing structures:  
a vacant lot. (No use @ the time.)
- 3. Describe the intended use of property:  
commercial use

4. Reason for request: *Must include 1) A description of the change/changes in the neighborhood that justify the change (when/where) OR the mistake made in the zoning map if applicable; AND 2) The public need for the new zoning district type.*

**ATTACHMENTS REQUIRED:**

- 1. Application Fee. Amount \$ 251.00
- 2. Map of the property and the surrounding neighborhood.
- 3. Diagram of intended use, showing dimensions and distances of property, building and their setbacks; parking spaces, entrances and exits.
- 4. Legal description; street address.
- 5. Copy of protective covenants or deed restrictions, if any.
- 6. Copies of approvals or requests of approval from other agencies such as: Health Department, Miss. Air and Water Pollution Control Commission, Corps of Engineers, Department of Marine Resources Council, etc.

***\*\*\* If applicant is authorized to represent property owner, applicant must provide documentation signed by the property owner.***

**Signature of Property Owner**

*Danny Carter*

Danny Carter  
Print name

6-19-2025  
Date

**Signature of Applicant**

*Danny Carter*

Danny Carter  
Print name

6-19-2025  
Date

#### **D. A Map Amendment or Rezone**

1. The Board of Aldermen or Planning Commission by resolution; or by the property owner; may initiate the amendment request; and

2. Applications for zoning map amendments shall be submitted at least twenty-five (25) days prior to the date of the Planning Commission meeting at which the application will be reviewed. If the submission deadline date falls on a Saturday or Sunday, the application must be received by the following Monday.

2.15.5 Criteria - In its review of an application, the Hearing Bodies shall consider the following criteria as applicable to the UDC text or Zoning Map amendment. No single factor is controlling; instead, each must be weighed in relation to the other standards.

***\*\*\*Please note that these are the criteria that you will be required to meet for a rezone. Please answer each section on how your proposed rezone meets the criteria.***

A. Consistency. Rezoning shall be consistent with the adopted Comprehensive Plan;

B. Mississippi law requirements. There must have been either an error in the initial zoning or a change in the character of the neighborhood to such an extent as to justify reclassification of the property and some demonstrated compelling need before existing zoning may be changed;

C. Adverse Impacts on Neighboring Lands. The Hearing Body shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. Further, the City finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion and air pollution. Accordingly, rezonings may promote mixed uses subject to a high degree of design control;

D. Suitability as Presently Zoned. The Hearing Body shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which the use for which land is zoned may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the Comprehensive Plan, specification, or UDC;

E. Health, Safety, and Welfare. The amendatory ordinance must bear a substantial relationship to the public health, safety or general welfare, or protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists, and this is so even if the private owner of the tract will also benefit.;

F. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic Development, mixed-use Development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans;

G. Size of Tract. The Hearing Body shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Amendatory ordinances shall not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use

as zoned, or that there have been substantial changes in the immediate area, may justify an amendatory ordinance;

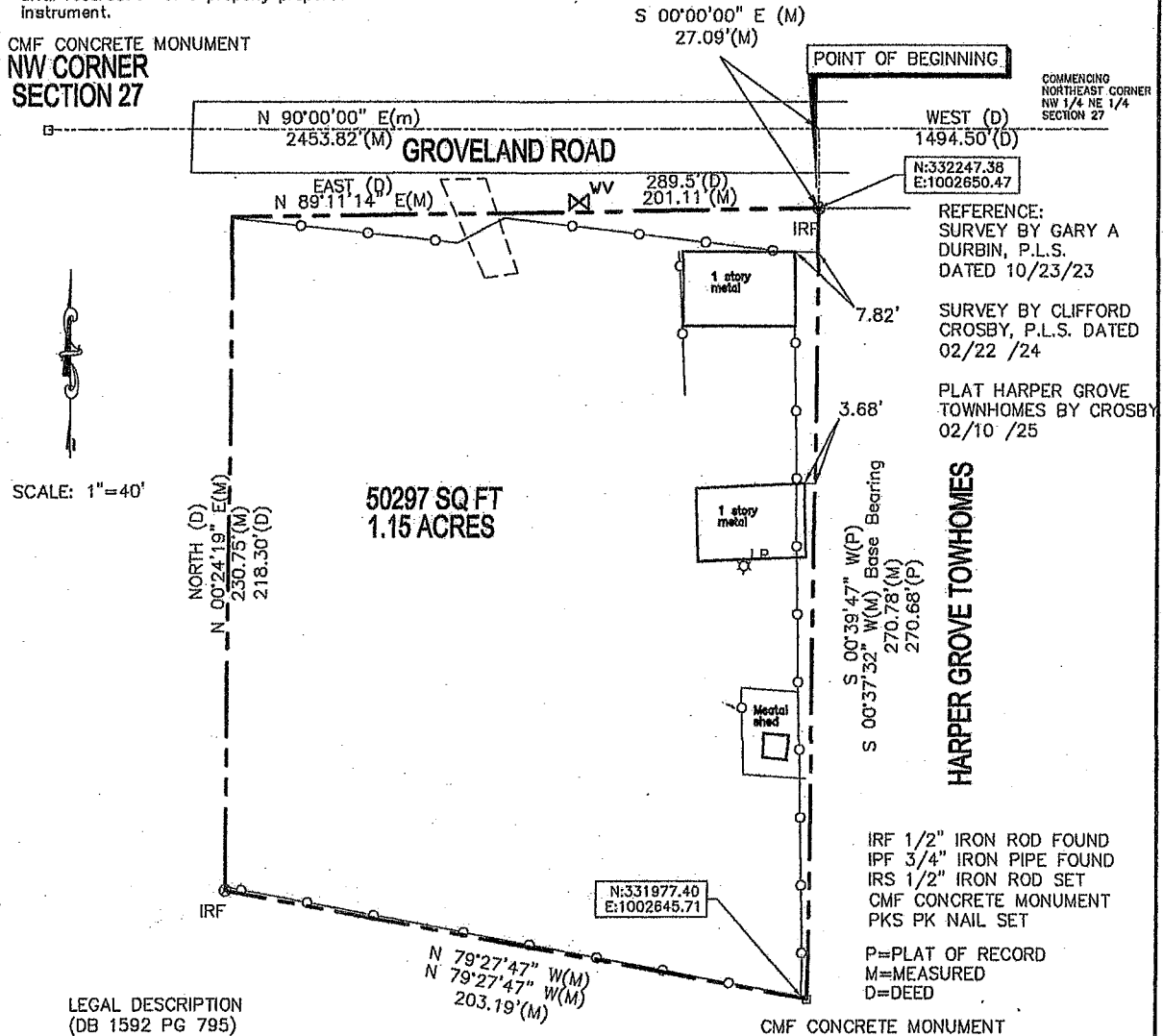
H. Other Factors. The Hearing Body must consider any other factors relevant to a rezoning application under state law; and

I. The council shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

NOTE:  
 Land Surveys do not transfer title or ownership. No part of this map should be interpreted as an instrument conveying ownership or any other rights between parties. Further more this map does not create an easement. Easements shown do not exist unless or until recodation of a properly prepared instrument.

3420 GROVELAND ROAD  
 SECTION 27, TOWNSHIP 7 SOUTH, RANGE 8 WEST  
 OCEAN SPRINGS, MISSISSIPPI  
 PARCEL #60127330.050

CMF CONCRETE MONUMENT  
 NW CORNER  
 SECTION 27



LEGAL DESCRIPTION  
 (DB 1592 PG 795)

Parcel No. 2: Commencing at the Northeast corner of the NW 1/4 of the NE 1/4 of Section 27, Township 7 South, Range 8 West, Jackson County, Mississippi, thence run West 1494.5 feet, thence South 30 feet to the Point of Beginning, thence South 569.50 feet, thence N 79°40' W 305.5 feet, thence North 218.3 feet, thence East 289.5 feet back to the Point of Beginning.

LESS AND EXCEPT therefrom the West 100 feet of said Parcel No. 2 previously conveyed by Warranty Deed to W.H. Musselwhite and wife Agnes H. Musselwhite dated December 19, 1986, recorded in Deed Book 877, at Pages 608-609, of the Land deed records OF THE Office of the Chancery Clerk of Jackson County, Mississippi.

This survey does not reflect a title search by Gary A. Durbin, P.L.S., nor should it be considered as such. This survey therefore does not depict all easements and encumbrances that could affect this property.

This is a Class "B" survey per "The Standards of Practice for Land Surveying in the State of Mississippi".

Bearings based on GPS Observation of the east PROPERTY LINE, NAD 83, MS East Zone, convergence angle -0.130449, scale factor 0.999960.

This property is situated in Zone "X" per FEMA Flood Insurance Rate Map, City of Biloxi, Harrison County, Mississippi, Community Panel Number 28047C-0291-G, Revised: 6/16/09. This does not warranty that this property will not or could not flood

This is to CERTIFY that this plat or map and the survey on which it is based were made in accordance with "The Standards of Practice for Land Surveying in the State of Mississippi".

Gary A. Durbin, P.L.S. 2401  
 March 13, 2025



GARY A. DURBIN, P.L.S.  
 PROFESSIONAL LAND SURVEYOR  
 13048 RIVERWALK CIRCLE, DIBERVILLE, MS, 39540  
 PH. (228) 365-3632 Teelokgd@aol.com

JOB 211219

**This notice is being mailed to you as an owner of property adjacent to the project described below. Copies are sent via standard mail at the cost of the applicant of this project.**

---

City of Ocean Springs Community Development  
P. O. Box 1800  
Ocean Springs, MS 39566-1800  
228-875-4415

### **PUBLIC NOTICE**

**PUBLIC NOTICE** is hereby given that the City of Ocean Springs *Planning Commission* will hold a public hearing in the regular meeting place of the Board of Aldermen located in City Hall at 1018 Porter Avenue Ocean Springs, MS, 39564 on

Tuesday, August 12, 2025 @ 6:00 p.m.

Regarding the following:

- **Public Hearing: Robert & Judy Parker – 3420 Groveland Road – PIDN: 60127330.050 – Requesting a zoning change from RMH Mobile Home Parks to C-H Regional Commercial – Danny Carter**

**Written comments** related to the above request will be accepted and may be mailed to the City of Ocean Springs Planning Department, Post Office Box 1800, Ocean Springs, MS 39566-1800 or emailed to [wmorgan@oceansprings-ms.gov](mailto:wmorgan@oceansprings-ms.gov).

At the aforementioned time and place, all parties of interest shall have an opportunity to be heard.

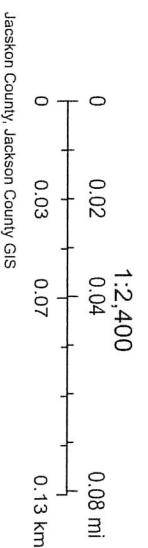
Wade Morgan,  
City of Ocean Springs  
Interim Planning Director

# ArcGIS Web Map



April 3, 2025

- Parcels
- Primary Roads
- CenterLines
- Major



Show search results for 342.

Parcel Search X

Click one of the following text items to execute the query.

Owner Name >

Location >

Subdivision >

Parcel Number >

GIS ID >

Clear Results



Exhibit "A"

A parcel of land located in the Northeast Quarter of the Northwest Quarter of Section 27, Township 7 South, Range 8 West, City of Ocean Springs, Jackson County, Mississippi, better described as follows, to-wit:

Commencing at a concrete monument situated in the Northwest corner of Section 27, Township 7 South, Range 8 West, thence run North  $90^{\circ}00'00''$  East 2453.82 feet; thence South  $00^{\circ}00'00''$  East 27.09 feet to an iron rod on the South margin of Groveland Road and the POINT OF BEGINNING; thence South  $00^{\circ}37'32''$  West 270.78 feet to a concrete monument; thence North  $79^{\circ}27'47''$  West 203.19 feet to an iron rod; thence North  $00^{\circ}24'19''$  East 230.75 feet to an iron rod on said South margin of Groveland Road; thence North  $89^{\circ}11'14''$  East 201.11 feet to the Point of Beginning. Said parcel contains 50297 square feet or 1.15 acres. Bearings based on GPS Observation, Mississippi East Zone, NAD 83, per survey by Gary A. Durbin, P.L.S. dated March 13, 2025 attached to Quitclaim Deed dated June 10, 2025, recorded in Deed Book 2214, Page 617, Land Deed Records of Jackson County, Mississippi.

**CITY OF OCEAN SPRINGS  
PLANNING DEPARTMENT  
POST OFFICE BOX 1800  
OCEAN SPRINGS, MS 39566-1800  
228-875-4415**

**PLANNING COMMISSION REPORT**

**PUBLIC HEARING DATE:** August 12, 2025

**APPLICANT:** Lewis Investments LLC

**OWNER:** Valerie Lewis

**LOCATION:** 221 Audrey Circle

**PARCEL NUMBER:** 61375036.000

**REQUESTED ACTION:** Residential Short Term Rental Permit

**DATE OF APPLICATION:** June 23, 2025

**DESCRIPTION OF REQUEST:**

A permit to operate a short-term rental that allows rental usage for less than (30) thirty consecutive days.

**ADJACENT ZONING/LAND USE:**

**Subject Property:** R-D Two Family Residential

**North:** R-D Two Family Residential

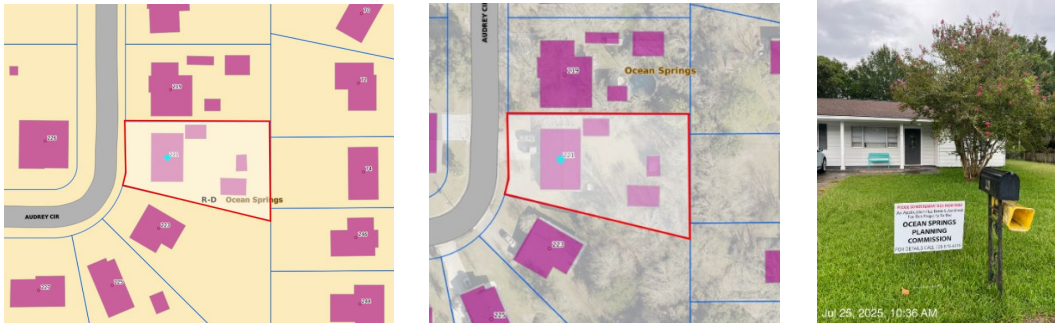
**South:** R-D Two Family Residential

**East:** R-D Two Family Residential

**West:** R-D Two Family Residential

**Short-Term Rental District:** City Wide Zone

This property is 54 out of 60 available permits in the City-Wide Zone for short-term rentals.



## **FINDINGS:**

- **Local Property Manager:** The local property manager, Christopher Dearman, has the address of 805 Magnolia Bayou Blvd Ocean Springs, MS. This satisfies the requirement to be located within 2 miles of the city limits.
- **Application:** Submittal is complete and was received prior to the deadline. A copy of the rental agreement is attached for consideration.
- **Homeowner's Association:** The property is not located in a covenant-restricted subdivision.
- **Liability Insurance:** The signed application states that the liability insurance for the property does not exclude short term rentals from coverage, as well as conformance with building code, zoning requirements. There are no deed restrictions and taxes are current.
- **Fee:** The application fee was provided with the application. The mail-out fee was paid prior to distribution.
- **Notice via Standard Mail:** The notice of public hearing was sent to 85 property owners within 500 feet of the subject property. The distribution included the name of the applicant, notice of the hearing date, time and location, and a summary of Frequently Asked Questions regarding short-term rentals. All advertising requirements have been met.
- **Publication:** Notice of the public hearing was advertised at least 15 days prior to the date of the hearing per ordinance. Additionally, the required yard sign was placed in the yard. All advertising requirements have been met.
- **Inspection:** The property was inspected for all required elements on July 31, 2025, and was approved. The inspection form is attached for review.
- **Maximum Occupancy:** The requested maximum occupancy of (6) six was approved by the Fire Marshall during the above referenced inspection.
- **Maximum Number of Vehicles:** The request for a maximum number of (4) four vehicles was approved by the Building Official during the above referenced inspection.
- **Guest Rules:** The rules were posted and visible during the property inspection.
- **Code Violations:** No code violations.

## **PUBLIC FEEDBACK:**

None received as of August 8, 2025.

## **PROPOSED MOTION:**

To recommend **approval** of the short-term rental located at 221 Audrey Circle with an annual renewal and compliance with the City of Ocean Springs STR Ordinance.

– OR –

To recommend **denial** of the short-term rental located at 221 Audrey Circle with an annual renewal and compliance with the City of Ocean Springs STR Ordinance.



8956

City of Ocean Springs Planning Department
1018 Porter Avenue / PO Box 1800 Ocean Springs, MS 39564 / (228) 875-4415

RESIDENTIALLY ZONED SHORT TERM RENTAL ANNUAL PERMIT APPLICATION

Application Date: 6-23-2025 A \$25.00 reinspection will be charged if the inspection is missed.

REQUIRED ATTACHMENTS:

FEES: \$501 ~ Application Fee Effective 10/1/2024- \$25 must be paid at the time application is submitted, Remaining \$475 is due when permit is approved ~ Administrative Fee: \$1.00 (per Ordinance 2022-17 following the requirements of Section 25-60-5 MS code Annotated)

- Completed Application
Copy of Proposed Rental Agreement
Proposed Parking Plan - Sketch
Copy of rules, including trash management and reference of the city's noise ordinance
Affirmation of Code Compliance - Ord.2015-11 (Section 401.3(10)) - Attached.
Standard mailout fee will be calculated during the review process and must be paid prior to scheduling of the public hearing
Properties will be reviewed and inspected prior to scheduling the public hearing date and sending the required notices.
Permits are renewed annually and are not transferable to new ownership.

REQUIRED: RENTAL PROPRTY INFORMATION:

- Address of Rental Property: 221 Audrey Cir.
Parcel Identification Number: 61375036.000 Number of bedrooms: 3
Proposed maximum # guests: 6 Number of existing off-street parking spaces: 4
Is this property located in a covenant-restricted subdivision? Yes No ~ If yes, a copy of the covenants must be included.

PROPERTY OWNER - Name: Lewis Investments LLC (Valene Lewis)
Address: 202 North St. OS, MS 39564
Phone No. (228) 217-2634 Email: valclewis@yahoo.com
OWNER SIGNATURE: [Signature]
LOCAL PROPERTY MANAGER - [Must RESIDE within two (2) miles of the OS City Limits]
Name: Christopher Dearman
Address: 805 Magnolia Bayou Blvd. OS, MS 39564
Phone No. 228-338-6259 Email: christopherrdearman@gmail.com
Is the Property Manager OR the Owner the best contact for scheduling Inspections? Owner

**Owner – initial by each ordinance to indicate receipt:**

Copy of Ordinance 2015-11 Received: \_\_\_\_\_ (initials) Copy of Ordinance 2019-19 Received: \_\_\_\_\_  
Copy of Ordinance 2018-02 Received: \_\_\_\_\_ (initials) Copy of Ordinance 2021-25 Received: \_\_\_\_\_  
Copy of Ordinance 2023-07 Received: \_\_\_\_\_ (initials)

**Physical Inspection of Property:**

- All applicable fire and health codes as would apply to a commercially zoned structure must be compliant.
- As part of the review process, an inspection will be scheduled to determine that all physical requirements are met per the ordinance
- Inspection will also include but are not limited to: adequate parking, proposed occupancy, number of vehicles allowed, location of garbage storage, posting of rules, etc. (per *most current* Inspection Checklist dated: 2/08/18)

**Affirmation of Codes/Regulations**

I, (print name) Valerie Lewis, hereby certify that:

1. I am the owner of the property that is the subject of this application and that I have read and understand the requirements as outlined in the application.
2. There are no outstanding City of Ocean Springs property taxes or special assessments on the parcel(s).
3. Per Section 2.C.5 of Ordinance No. 2015-11, I will obtain a Mississippi State Sales Tax License through the MS Dept. of Revenue to pay all city, county, and state taxes required by law.
4. The property included in this application is in compliance with all applicable building codes, zoning requirements, and deed restrictions and/or covenants.
5. The Homeowner’s liability insurance does not exclude short term rentals from coverage.
6. Any existing mortgage or deed does NOT prohibit use of property as a short term rental.
7. Proper documentation of covenants that may restrict use of the property as a short rental and/or a letter of support from the HOA has been provided.

I further acknowledge that the information provided herein is true and correct to the best of my knowledge.

**Owner(s) Name:** Lewis Investments LLC (Valerie Lewis)

**Parcel ID(s):** 61375036.000

**Date Property Acquired:** \_\_\_\_\_

**Owner’s Signature** Valerie Lewis **Date** \_\_\_\_\_

**Office Use Only**

Date of Inspection: _____	Result of Occupancy Inspection: _____
Maximum Occupancy Determination: _____	(attached)
Maximum Parking Spaces: _____	Permit Renewal Date: _____
PC Public Hearing Date: _____	BOA Approval Date: _____



**ENHANCED LIFE SAFETY FOR OCCUPANCY EGRESS**

**(RESIDENTIAL & COMMERCIAL ZONED SHORT-TERM RENTALS & BED & BREAKFASTS)**

The following items must be complete and pass inspection prior to approval of any Short-Term related enterprise. **Additional Code requirements may apply from other Departments.**

Before an occupancy inspection is scheduled, please make sure the following items have been completed. *Someone must be present at the time of inspection.*

**All Occupancy Inspections are scheduled Monday – Thursday at 10am**

- Type 2A 10BC fire extinguishers – placed in a location visible to occupants and *mounted to the wall.*  
*NOTE: maximum travel distance to a fire extinguisher is 75 feet – additional fire extinguishers may be required on each floor.*
- Emergency lighting – *hardwired with battery backup* (not “exit” lighting) in locations that will allow adequate illumination in case of emergency or power outage.
- Address clearly displayed on the outside of the building. This must be visible from the street. In locations not visible from the street, a pilaster or signage must be placed at the street – not to exceed 1 square foot.
- All Main and Distribution panel boxes must have all circuits labeled properly.
- Smoke detectors must be installed in all sleeping areas and corridors leading to sleeping areas. SMOKE DETECTORS MUST BE INTERLOCKED EITHER BY HARD-WIRED OR WI-FI SYSTEM. *IF a residence has gas service, all locations must also include Carbon Monoxide Detectors* (outside bedrooms). If there is an attached garage, a carbon monoxide detector must be installed in that location separately.
- Adequate garbage receptacles and storage locations.
- Stove must have a no-tip device installed.
- Adequate emergency egress from all rooms within the residence. Sleeping areas must have two (2) means of egress. *If there it is a two-story structure, or has windows over 78”, it is required to have an emergency escape ladder.)*
- No exposed wiring.
- All outlets within 6 feet of any water source must be on a GFCI circuit or have that type of outlet installed.
- Adequate off-street parking for guests. No designated parking will be allowed on grassy surfaces or on streets.
- Extension cords shall not be substituted for permanent wiring in any case. Multi-plug electrical adaptors are prohibited unless they are overcurrent protected (surge protected).

OWNER SIGNATURE: Valerie Green

DATE: 6-23-25

### Short-Term Rentals (STR's) FAQ's

1. There are two different types of permits for short-term rental, **Residential Short-Term Rental** permit and **Commercial Short-Term Rental** permit.
2. There is a City GIS map that you can look up what short term rental zone you are located in <https://atlas.geoportalmaps.com/os>
3. There are three zones for the city-wide zone, Short-Term Rental Density zone and the Downtown Overlay District zone.
4. There is a cap on all residential short-term rental permits of 115. There is no cap on commercial short-term rentals.
5. The permits are renewed annually. **PLEASE NOTE:** Your permit must be renewed **BEFORE** its expiration date.
6. You can be placed on a waiting list, but Staff cannot predict when a spot will come up.
7. The permit **MUST** be displayed in the unit to be compliant with the current ordinance.
8. If this is a new permit: The permit must be taken to the Tax Counter to request a privilege license.
9. If the permit is a renewal or a new permit, you will be required to secure or renew your privilege or business license. The privilege license should be displayed on site. The Tax Department can be contacted at 228-875-4236.
10. Sales Tax, 1 of 2 scenarios:
  - a. One of the common platforms to rent is AIRBNB and VRBO.
  - b. Other renting methods will require registration with the State Department of Revenue to receive a Tax License.
  - c. The applications for both the commercial and residential permit are located
11. Please do not call for an inspection if you are not ready for an inspection. If you fail, your inspection you will be charged a reinspection fee.
12. Please turn in your application and fee of \$501.00 per permit, with the following attachments. All inspections are scheduled for M-F at 10:00AM.
13. Residential new short term rental permits require Planning Commission and Board of Alderman approval, renewals do not require a public hearing.
14. Your property will be posted with a sign from the Planning Commission and notices will be sent out to the adjacent neighbors. Please do not remove the sign, or you will be charged. You will be charged .65 per letter for the mailout.
15. Someone will need to be at the Planning Commission and Board of Alderman to answer any questions. The application is not approved until the Board of Alderman has voted on it.

ADDRESS: 221 Audrey cir iWorQ Permit#: 8956



PLANNING DEPARTMENT  
P.O. Box 1800 / Ocean Springs, MS. 39566  
Phone 228-875-4415 Fax 228-872-5427

**RESIDENTIALLY-ZONED SHORT TERM RENTAL – OCCUPANCY INSPECTION FORM**

Before requesting an occupancy inspection from the Building Official and the Fire Marshall, please make sure the following items have been completed. Someone must be present at the time of inspection.

All Occupancy Inspections are done at 10am

The following items must be complete prior to inspection:

- Type 2A 10BC Fire Extinguishers (Maximum travel distance 75 ft.)
- Emergency Lighting hardwired battery backup
- Address on Building
- Breaker Box needs to be labeled
- Outlet and switch plate covers need to be installed. (GFCI Circuits within 6 ft. of water source)
- No exposed wiring
- Adequate emergency egress
- Operable windows in sleeping areas
- Guest rules (noise, garbage, etc.) must be visibly posted.
- Adequate garbage receptacles
- Smoke detectors in all bedrooms and hallways.
- Carbon monoxide detectors if there is gas service.
- Identified # of Bedrooms: 6
- Proposed # of Guests: 6
- Approved # of Guests per OSFD: \_\_\_\_\_
- Proposed # of vehicles: 4
- Approved # of vehicles per OSFD: \_\_\_\_\_

Property Owner: Valerie Lewis Phone #: 228-217-2634  
Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

**Date of Inspection:** 31-JULY-2025

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PASSED**

Building Official: [Signature]  
Property Owner: [Signature]

Fire Marshall: [Signature]

## **Audrey Coastal Cottage Lodging Policies & Rental Agreement**

**Audrey Coastal Cottage is an exclusive property where every guest reservation is both important and special to us. If your travel plans change and you must cancel your reservation, please contact us at least two weeks prior to your arrival date to receive a full refund. A 50% refund will be given if cancellation is made at least one week prior. If cancelled less than week, we will try to re-book the dates for you, and if so, will offer you a credit for whatever amount we get for a future stay.**

**Check-in begins at 4PM. Check-out 10AM. Unfortunately, due to the need to get the home ready for the next guest visit, we usually cannot offer early check-ins or late check-outs.**

**All use of Audrey Coastal Cottage amenities is at the guests' own risk. Please be responsible and act safely. All disposable items in the home are for guest use, but please clean any dishes & appliances if used. Please make sure the dishwasher is emptied, and that the microwave, refrigerator, and oven are left clean and empty for next guest use as well.**

**Occupancy: There is to be a maximum of six (6) guests allowed to stay overnight on the property.**

**Trash: Please use the garbage bins outside on the side of the house for your trash upon leaving. The property manager or housekeeping will bring them to the curb on Mondays, for Tuesday morning pickups.**

**Smoking: Absolutely no smoking is allowed inside the home, but feel free to smoke on the back porch or anywhere outdoors. Please dispose of your butts safely and in an environmentally sensitive manner**

**Parking: Up to three cars can park on the driveway in front of the home. There is no on-street parking in Ocean Springs unless explicitly stated.**

**Quiet Hours: We ask that our guests observe quiet hours beginning at 10pm and continuing through 9am. No loud noises or music is permitted during quiet hours. Please be considerate to our neighbors at all times. Ocean Springs has a noise ordinance (2012-4) between the hours of 11pm-8am Sunday night through Thursday night, and 11:59pm-8am Friday night through Sunday morning. Please call the city at 228-875-4415 for any further information.**

**Check-Out: Please leave any used towels in the tub, the linens on the bed, and lock the door upon leaving. Have safe travels, and please leave us a favorable review if you enjoyed your stay.**

**Thank you for staying at Audrey Coastal Cottage! We would love to have you return for years to come, so please contact me directly for any future visits. If things have gone smoothly for both parties during your initial stay, we most likely can offer you a discounted rate for you, friends & family for future visits.**

**Sincerely,**

**Chris Dearman  
Property Manager**

### **Booking Confirmation**

Thank you for choosing Audrey Coastal Cottage for your vacation! We hope that you have a pleasant stay.

Our home is located at:

**221 Audrey Cr  
Ocean Springs, MS 39564**

### **Rental Rules**

**CHECK-IN TIME** is AFTER 4 P.M. CST AND **CHECKOUT** is 10:00 A.M. CST.

This is a **NO SMOKING** unit.

**PETS** - Dogs are permitted in rental units only with prior approval. \$150 non-refundable pet fee applies covering two dogs. All pets must be leashed at all times. Pet owners are responsible for cleaning up any/all pet refuse. Pets are not allowed on furniture at any time. Any evidence of pets on furniture may incur extra cleaning fees. All pets must be up to date on rabies vaccinations and all other vaccinations. Heartworm prevention is highly recommended. All pets are to be treated with Advantage or similar topical flea and tick repellent three (3) days prior to arrival. Fleas and ticks are very rampant in this area and can cause harmful/fatal illness to humans and pets. All items above are the sole responsibility of the pet owner. The cabin owners assume no responsibility for illness or injury that humans or pets may incur while on the premises.

**CANCELLATIONS** – please contact us at least two weeks prior to your arrival date to receive a full refund. A 50% refund will be given if the cancellation is made at least one week prior. If canceling less than week, we will try to re-book the dates for you, and if so, will offer you a credit for whatever amount we get for a future stay.

**MAXIMUM OCCUPANCY** – The maximum number of guests is limited to six (6) persons.

**MINIMUM STAY** – Minimum stays may be required during weekends, holidays, or festival weekends.

**INCLUSIVE FEES** – Rates include a one-time linen & towel setup. Amenity fees are included in the rental rate.

**NO DAILY HOUSEKEEPING SERVICE** – While linens and bath towels are included in the unit, daily maid service is not included in the rental rate. However, it is available at an additional rate. We suggest you bring beach towels. We do not permit towels or linens to be taken from the units.

**RATE CHANGES** – Rates subject to change without notice.

**FALSIFIED RESERVATIONS** – Any reservation obtained under false pretense will be subject to forfeiture of advance payment, deposit and/or rental money, and the party will not be permitted to check in.

**WRITTEN EXCEPTIONS** – Any exceptions to the above-mentioned policies must be approved in writing in advance.

**PARKING** – Parking is limited to four (4) vehicles. Vehicles are to be parked in designated parking areas only. Parking on the road is not permitted. Any illegally parked cars are subject to towing; applicable fines/towing fees are the sole responsibility of the vehicle owner.

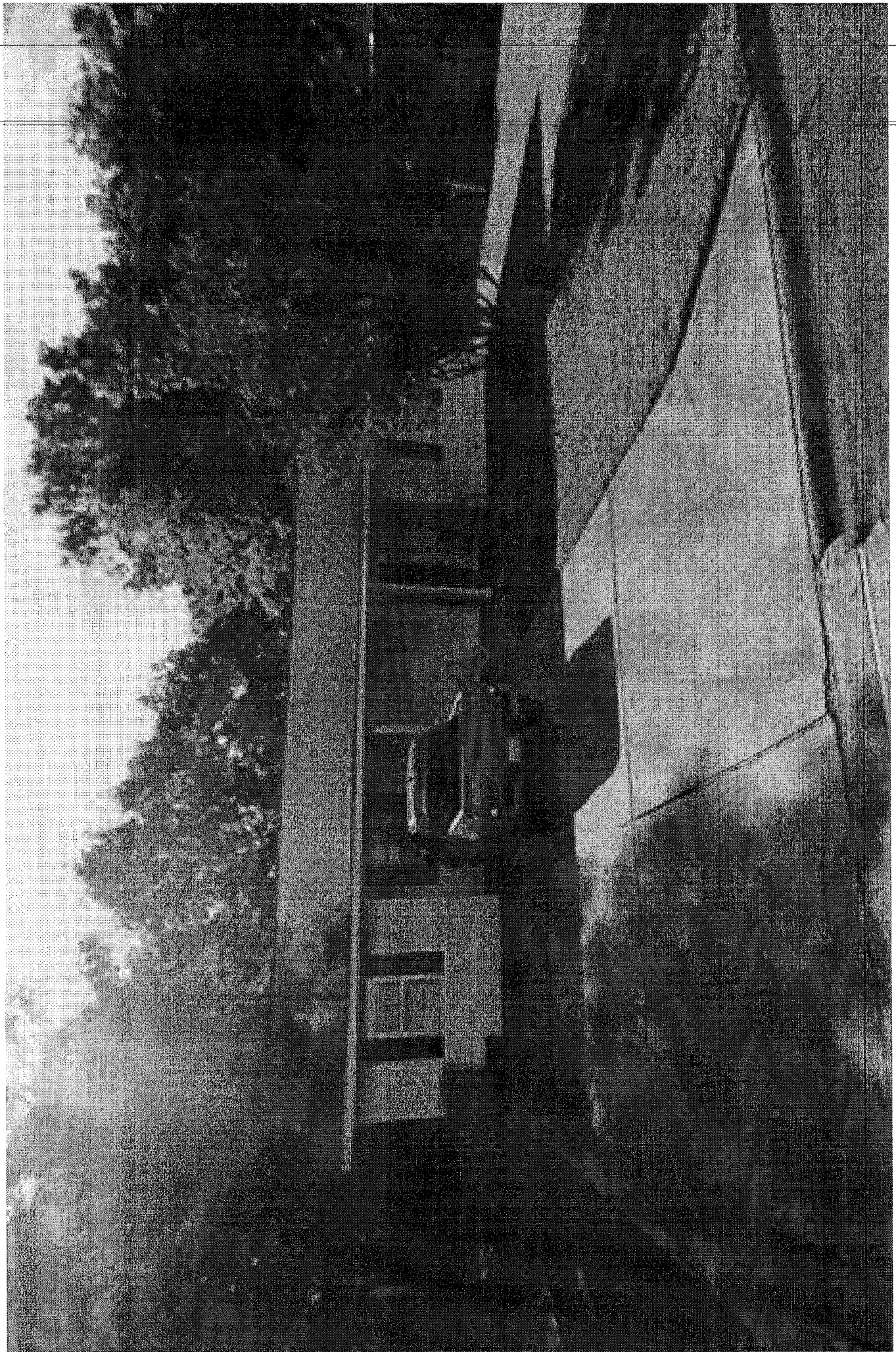
**TRASH** – Please use the garbage bins outside on the side of the house for your trash upon leaving. The property manager or housekeeping will bring them to the curb on Mondays, for Tuesday morning pickups.

**HURRICANE OR STORM POLICY** – No refunds will be given unless: The state or local authorities order mandatory evacuations in a "Tropical Storm/Hurricane Warning area" and/or A "mandatory evacuation order has been given for the Tropical Storm/Hurricane Warning" area of residence of a vacationing guest. The day that the authorities order a mandatory evacuation order in a "Tropical Storm/Hurricane Warning," area, we will refund:

Any unused portion of rent from a guest currently registered; Any unused portion of rent from a guest that is scheduled to arrive, and wants to shorten the stay, to come in after the Hurricane Warning is lifted; and Any advance rents collected or deposited for a reservation that is scheduled to arrive during the "Hurricane Warning" period.

The owners are not responsible for any accidents, injuries or illnesses that occur while on the premises or its facilities. The Homeowners are not responsible for the loss of personal belongings or valuables of the guest. By accepting this reservation, it is agreed that all guests are expressly assuming the risk of any harm arising from their use of the premises or others whom they invite to use the premises.

**Quiet Hours:** – We ask that our guests observe quiet hours beginning at 10pm and continuing through 9am. No loud noises or music is permitted during quiet hours. Please be considerate to our neighbors at all times. Ocean Springs has a noise ordinance (2012-4) between the hours of 11pm-8am Sunday night through Thursday night, and 11:59pm-8am Friday night through Sunday morning. Please call the city at 228-875-4415 for any further information.



# PUBLIC HEARING NOTICE

## Residential Short-Term Rental

THIS INFORMATION IS BEING SENT TO YOU AS PART OF THE PERMITTING PROCESS FOR A NEARBY PROPERTY.

**Per adopted Code for the City of Ocean Springs, notice has been advertised in the Coastal Breeze Newspaper and copies are sent via Standard mail at the cost of the applicant.**

**PUBLIC NOTICE** is hereby given that the City of Ocean Springs **PLANNING COMMISSION** will hold a **public hearing** on the date listed below to consider an application for a Short-Term Rental Permit per Ordinance no. 2015-11 governing the provision of Short Term Rentals of dwellings in residential zones after application, hearing, and approval.

Application for the address listed below will be considered in the regular meeting place of the Board of Aldermen at the City Hall located at 1018 Porter Avenue Ocean Springs, MS 39564.

**Short-Term Rental Applied for: 221 AUDREY CIRCLE**

**Public Hearing Date/Time: AUGUST 12, 2025 @ 6PM**

Applicant LEWIS INVESTMENTS LLC – VALERIE LEWIS

Local Contact CHRISTOPHER DEARMAN

The Residential Short-Term Rental Ordinance (2015-11) was approved on July 7, 2015. The ordinance was researched, modified, and re-approved on February 20, 2018, and again on December 17, 2019. This document addresses what the ordinance requires of an applicant, the process, and contact information for questions or concerns. For more details, please call the Planning Department at 228-875-4415.

**Short-Term Rentals:** Considered as less than 30 days. Conditions for permitting include an approval process, occupancy/vehicle requirements, guest registry, noise/garbage management, posting of rules, local management, and a process for complaints, basis for denial or revocation, and violations.

### **Frequently Asked Questions regarding Residential Short-Term Rental permits:**

- 1) ***Why am I receiving this information?*** All property owners within 500 feet of the property requesting a permit are required to receive notification via standard mail. Additionally, the hearing was advertised in the local newspaper and a yard sign placed on the property. This notice was mailed to your address of record with the Jackson County Tax Assessor's office.
- 2) ***What is allowed under a Short-Term Rental Permit?*** Approval of the permit will allow the property owner to rent the residence for periods of less than 30 days at a time, governed by restrictions listed in the ordinance. The permit does not allow any other non-permitted activity.
- 3) ***Who will be responsible for management of the property?*** The property owner is ultimately responsible for all activity on the property. The Local Property Manager, if one is assigned, MUST reside within 2 miles of the city limits and be available 24/7 to address issues related to the property. The Planning Department will have a contact number in case of emergencies.
- 4) ***Do the property owners pay sales tax for this activity?*** Yes – the property owner will be issued a city privilege license that will allow them to register with the state for payment of sales tax, including the additional "bed tax" required for all hotel activity.
- 5) ***What review has been done by the City?*** The application, a \$200 application fee, and payment for mailing was received. All information was reviewed to ensure all administrative requirements have been met. The home has been inspected to ensure that all life safety elements are in place and a maximum occupancy/vehicle allowance has been set.

- 6) **What physical modifications were required for the home?** Required life safety improvements include, but are not limited to, hard-wired smoke detectors (carbon monoxide if served by gas), emergency lighting for exits during power outages, properly functioning exits, current fire extinguishers, labeled fuse box, etc.
- 7) **How will the maximum occupancy and number of vehicles be established?** During the physical inspection, the Building Official and Fire Inspector assess the availability of space including sleeping areas and space for off-street parking. These maximums will be established prior to the public hearing and can be enforced during operation of the rental.
- 8) **Where can I report code violations, disturbances, etc.?** Just as you would with any residential occupant, if there are problems with noise, excessive vehicles, trash, or other intrusive behavior, the proper city officials should be notified. For life-threatening emergencies, dial 9-1-1 as you would with any type of residential occupancy. Documented complaints will be considered during the renewal process. The ordinance provides guidelines for the basis of revocation or denial or permit issuance and/or renewal.

**Complaint Contact Information:**

- a. **Police: 228-875-2211** – noise, trespassing, other criminal activity
  - b. **Code Enforcement: 228-875-6712** – improper vehicle parking, improper trash storage
  - c. Any other complaints can be forwarded to the Planning Department at **228-875-4415** or mailed to Attn: Planning Department, City of Ocean Springs, 1018 Porter Avenue, Ocean Springs, MS 39564
- 9) **What is the process if the rules are not followed?** If the City receives documentation that the property owners and/or tenants have violated the provisions set forth in the ordinance, or have met any other criteria that allows for revocation, written notice will be given to the property owner of the violation(s). If corrective action is not taken in the allotted time period, the permit can be revoked and citations issued.
  - 10) **How long is the permit valid?** The Residential Short-Term Rental permit is an annual renewal. Once the initial permit is approved, the property will be inspected annually and complaint records reviewed prior to renewal. The ordinance provides guidelines for the basis of revocation or denial or permit issuance and/or renewal.
  - 11) **Is the permit transferable to new owners?** No. The permit is issued to the owner for that specific address. Permits are not transferrable to other owners or properties without the full approval process, including an advertised public hearing.
  - 12) **Is the approval process the same for properties in commercially zoned districts?** The application itself is similar, but commercial properties do not require notice or public hearing.
  - 13) **What if the property has covenants that do not allow for short-term rentals?** The ordinance requires that any application for a property with an active Homeowner’s Association (HOA) must provide a letter from that HOA supporting the activity. If you are aware of such a restriction in your neighborhood, please notify the Planning Department at 228-875-4415. The permit will not be approved unless supported by an ACTIVE HOA where applicable.
  - 14) **Will the property owner be required to maintain renter information?** Yes, the property owner must maintain a guest registry and provide to the city for review upon request.
  - 15) **Will the renters be informed of the rules and regulations that are included in the permit?** Yes, part of the application and inspection includes provision of the rental agreement for review and posting of the house rules in a visible location within the home.



**Questions and/or written comments** can be sent to the Planning Department up to the day of the hearing and will be provided to the Planning Commission for consideration. Comments can be sent to:  
**1018 Porter Avenue, Ocean Springs, MS 39564.**

