



**PLANNING COMMISSION MEETING AGENDA
CITY OF OCEAN SPRINGS - PLANNING COMMISSION
TUESDAY, FEBRUARY 10, 2026 - 6:00 PM**

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - a. January 13, 2026
- 3. Old Business**
- 4. New Business**
 - a. Public Hearing: 130 Booth Street - PIDN: 61133170.000 - Mary & Ross Reardon - Requesting approval of a Short-Term Rental Permit
 - b. Public Hearing: 602 Dogwood Road – PIDN: 61037202.000 – Matthew Gaylord – Requesting approval of a Short-Term Rental Permit
 - c. Public Hearing: 609 Russell Ave – PIDN: 61190022.000 – Bruce Bragg – Requesting approval of a Short-Term Rental Permit
- 5. General Public Comment**
- 6. Commissioner’s Forum**
- 7. Adjourn**

The Minutes of the City of Ocean Springs
Planning Commission
Tuesday January 13, 2026

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, January 13, 2026. The members present were Clay McArdle, Michael Smith, Kevin O’Connell, Marshall Johnson, and Nicolaus Geiser. Absent was Jennifer Dalgo. Also, present were Amanda Crose - Planning Director, Elizabeth Dill - Planning Technician, Sirrae Williams - Planning Office Administrator, and David Harris - City Attorney.

Chairman Phelan started the meeting by announcing that all official correspondence will be sent to official email addresses only. If anyone needs assistance setting up or accessing their email to contact Kat Johnson, HR/IT Specialist.

2. Approval of Minutes:

- December 9, 2025

Commissioner Smith stated that his name is spelled incorrectly on item number 7.

Amanda Crose stated she can amend the minutes to reflect the correct name.

A motion was made by Kevin O’Connell, seconded by Marshall Johnson, to amend the minutes from December 9, 2025, with corrections. The motion carried unanimously.

3. Old Business:

- None

4. New Business:

- a) **Public Hearing: 28 Davis Bayou Circle – PIDN: 61066028.000 – Angelo Dalgo – Requesting approval of a Short-Term Rental permit**

A motion was made by Marshall Johnson, seconded by Michael Smith, to open the public hearing. The motion carried unanimously.

Amanda Crose, Planning Director, introduced the case and stated the property is located at 28 Davis Bayou Circle and is zoned R-1 Low Density Single-Family Residential with a single-family dwelling. The property is located within the City-Wide Zone for short-term rentals and would represent 55 of 60 available permits. She stated that the Property Manager/Owner, Angelo Dalgo, lives within two (2) miles of the city limits. A copy of the rental agreement was included with the application.

Public hearing notices were mailed on December 12, 2025, to 18 property owners within 500 feet of the subject property. Notice of the public hearing was advertised at least fifteen (15) days prior to the meeting, published on December 28, 2025, and a yard sign was placed on December 10, 2025.

The short-term rental inspection was conducted on December 4, 2025. A maximum occupancy of eight (8) people was approved by the Fire Marshal, and a maximum of four (4) vehicles was approved by the Building Official. Guest Rules were posted and visible during inspection. No code violations were reported, and no public comments were received by the Planning Office prior to the meeting.

Chairman Phelan inquired whether the reduction in available permits was due to non-renewals.

Sirrae Williams explained that some property owners did not submit renewal documentation.

Commissioner O'Connell asked whether the city notifies owners when permits are not renewed

Ms. Williams stated renewal notices are sent 30 days prior to expiration and that owners have 30 days after expiration to begin renewal. If the process is not initiated, the permit is terminated.

- Angelo Dalgo, applicant, Ward 5, was in attendance but didn't have anything to add to the case at the current time.
- Timothy J. Trepagnier, Ward 5, spoke in opposition and presented subdivision covenants for Davis Bayou Subdivision, identifying two provisions of concern.

Chairman Phelan read the flagged covenant provisions into the record:

- 4. Lots Nos. 1-1-29, both inclusive and Lots Nos. 31-35, both inclusive, in said tract or subdivision shall be known and described as residential lots; and lot 36, together with any part of the land in said tract or subdivision that may be set aside for use by lot owners as park or recreational purposes shall be exempt and are hereby excepted from this Agreement and Protective Covenant; and lot 30 is to be known as a community lot as hereinafter provided for.
- 9. No noxious or offensive trade or activity shall be carried on upon any lot, nor shall anything be done thereon which may become an annoyance to the neighborhood.

Mr. Trepagnier stated that the public notice indicated that the Homeowner's Association (HOA) may be required.

Commissioner McArdle inquired about the public notice, specifically what it must have approval for.

Commissioner O'Connell read item 13 of the public notice regarding properties with active HOAs.

- Public Notice – 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 the 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 the ACTIVE HOA where applicable.

Commissioner O'Connell asked if there was an active HOA.

Ms. Crose stated the application indicated proper documentation of any restrictive covenants and/or HOA support had been provided and that no active HOA exists.

Commissioner O'Connell stated the covenants require residential use but does not prohibit rentals.

A motion was made by Kevin O'Connell, seconded by Marshall Johnson, to accept the covenant documents provided by Mr. Trepagnier into the record. The motion carried unanimously.

The covenant documents were provided to David Harris, City Attorney, for review.

Mr. Dalgo stated the previous owner indicated there was no HOA and that he was unaware of any covenants when he purchased the property.

Commissioner McArdle questioned if this is the first time staff was notified about the covenants.

Ms. Crose confirmed this was the first time staff had been made aware of the covenants.

A motion was made by Marshall Johnson, seconded by Kevin O'Connell, to close the public hearing. The motion carried unanimously.

A motion was made by Marshall Johnson, seconded by Michael Smith, to table Agenda Item (a) to allow the City Attorney time to review the covenant. The motion carried unanimously.

b) Riley Road – PIDN: 60123050.000 – Savannah Estates Phase II – Meritage Homes of Mississippi – Requesting Final Plat approval of a 56-lot subdivision.

Chairman Phelan recused himself from agenda item at 6:14 pm.

Amanda Crose, Planning Director, presented the request for final plat approval for

Phase II of Savannah Estates, the final step prior to plat recording and issuance of building permits.

Savannah Estates is a two-phase subdivision. Phase I is fully developed. Phase II infrastructure, including streets and drainage, has been completed. The subdivision received sketch plat approval on October 20, 2020, and preliminary plat approval on June 7, 2022. The project was originally approved under Elliott Homes and later acquired by Meritage Homes.

Phase II is zoned R-3 Medium Density Residential, consists of approximately 23.4 acres, and complies with all zoning standards. Lots are approximately 55 feet by 140 feet, with rear-loaded homes and landscaped easements contributing to the required 20% open space.

All departmental reviews were completed. Public Works approved as-built plans and reported no objections. Engineering and Fire Department had no comments. No public comments were received. Required maintenance and infrastructure bonds were submitted.

Commissioner McArdle inquired about DOH and DEQ approvals and City capacity.

Ms. Crose clarified that MSDH approved water service, MDEQ approved sewer service, and Public Works reviewed capacity and completed a site walkthrough.

Commissioner Michael Smith asked whether common areas were public.

Ms. Crose stated the central area is common space with a pavilion, pickleball court, and dog park, approved as part of open space requirements.

Commissioner O'Connell stated that this request represents the final plat approval and that the applicant has met all required conditions and code requirements following prior reviews.

- Bobby Heinrich, Heinrich and Associates stated that he represented the applicant and worked with staff throughout the entire process to ensure that all requirements were met for the final plat approval.
- Jordan Burch, Director of Land for Meritage Homes, clarified that the common area will be owned by the HOA and remain open and ungated.

A motion was made by Marshall Johnson, seconded by Michael Smith, to recommend approval of the Savannah Estates Phase II Final Plat consisting of 56 single-family residential lots based on compliance with the UDC and consistency with prior approvals. The motion carried unanimously.

Commissioner O'Connell advised the applicant the item would be heard by the Board of Aldermen on February 3, 2026.

Chairman Phelan returned at 6:27 p.m.

Return to Agenda Item (a)

28 Davis Bayou Circle – PIDN: 61066028.000 – Angelo Dalgo – Agenda item a was resumed following the motion of agenda item b.

David Harris, City Attorney, provided legal analysis, stating that short-term rentals are defined under the Unified Development Code (UDC) as residential use. He stated the covenants require residential use but do not prohibit short-term rentals and that no active HOA exists to enforce approvals. He advised the owner to review the recorded covenants carefully.

Chairman Phelan reminded the Commission that it serves as a recommending body, and the item would proceed to the Board of Aldermen on February 3, 2026.

Commissioners discussed covenant intent, residential use, and nuisance protections.

Chairman Phelan noted there have been no police reports or violations associated with the property. Guest rules include quiet hours beginning at 10:00 p.m., prohibition of parties, and no smoking, aligning with City ordinances.

A motion was made by Kevin O’Connell, seconded by Marshall Johnson, to recommend approval of the short-term rental permit at 28 Davis Bayou Circle, subject to annual renewal and compliance with the City of Ocean Springs Short-Term Rental Ordinance. The motion carried unanimously

5. General Public Comment

- None

6. Commissioners Forum

Commissioner Marshall Johnson initiated discussion regarding the City’s short-term rental ordinance within Ward 6 and other annexed areas of the city. He inquired whether properties located in recently annexed areas are subject to the City’s short-term rental regulations or whether prior county regulations remain in effect.

Amanda Crose, Planning Director, stated that the City has not adopted a new comprehensive plan since the annexation and that, as a result, properties within the annexed areas continue to operate under Jackson County regulations until such time as new zoning or an updated comprehensive plan is adopted by the City. She further noted that Jackson County does not currently have a short-term rental ordinance.

David Harris, City Attorney, provided additional clarification, stating that the Board of Aldermen previously adopted the existing comprehensive plan as an interim measure for annexed areas. He explained that, under standard municipal practice, zoning

classifications and regulations in effect at the time of annexation typically remain applicable until formally amended by the City. He stated that, to his knowledge, no formal action has been taken to extend the City's short-term rental ordinance to annexed areas at this time.

Commissioner Johnson clarified that, under the current framework, the City's short-term rental ordinance does not apply to annexed areas and acknowledged that the issue remains an area of ongoing discussion.

Ms. Crose further stated that the city currently has a moratorium on new residential short-term rental applications, which remain in effect. She advised that a Unified Development Code (UDC) review committee has been established and has begun meeting to review and identify inconsistencies, conflicts, and potential revisions within the UDC. She noted that this process may result in future ordinance amendments, including clarification of short-term rental regulations and annexation-related zoning issues.

Commissioner Johnson inquired about the status of the City's Comprehensive Plan.

Ms. Crose stated that a new Comprehensive Plan has not yet been adopted.

Commissioners requested that staff provide brief status updates at future meetings regarding the progress of the UDC review process, annexation-related zoning matters, and the Comprehensive Plan.

Chairman Andy Phelan encouraged Commissioners to submit any identified inconsistencies, conflicts, or areas of concern within the Unified Development Code to the Planning Director so they may be reviewed by the UDC committee as part of the ongoing evaluation process.

7. Adjourn

A motion was made by Marshall Johnson, seconded by Kevin O'Connell to adjourn the meeting. The motion carried unanimously.

The meeting ended at 6:43 pm.

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

PLANNING COMMISSION REPORT

PUBLIC HEARING DATE: February 10, 2026

APPLICANT: Ross Reardon

PROPERTY OWNER: Mary & Ross Reardon

LOCATION: 130 Booth Circle
Lot 139 Heron Bayou Estates, Part 6

PARCEL NUMBER: 61133170.000

REQUESTED ACTION: Residential Short-Term Rental Permit

DATE OF APPLICATION: October 20, 2025



Figure 1. Planning Commission Signage at 130 Booth Circle

I. DESCRIPTION OF REQUEST:

The applicant, Ross Reardon, is requesting a permit to operate a short-term rental that allows rental usage for less than thirty (30) consecutive days.

II. ZONING/LAND USE:

Subject Property: R-1 Low Density Single Family – Single-Family Dwelling



Figure 2. Photograph Showing Subject Property and Adjacent Zoning Districts

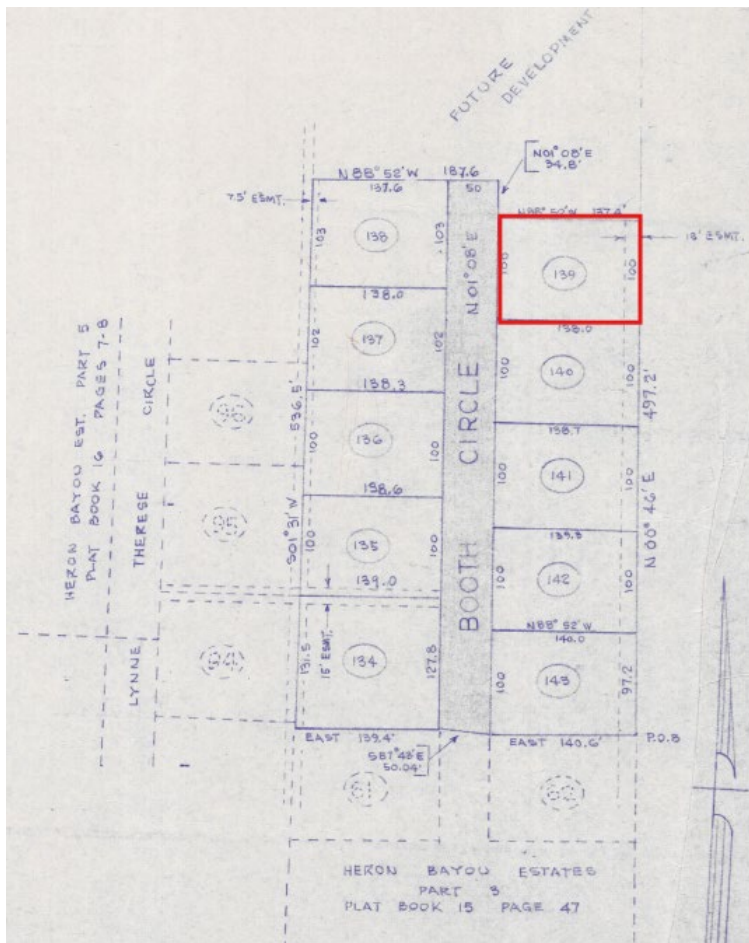


Figure 3. Recorded Plat of Heron Bayou Part 6 – 1980

III. **SHORT-TERM RENTAL DISTRICT**

City-Wide Zone: This property would be 53 out of 60 available permits in the City-Wide Zone for short-term rentals.

IV. **FINDINGS**

- **Local Property Manager:** The local property manager, Chris 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:** Applicant verified that this is not a covenant-restricted neighborhood and no covenants have been provided. The applicant has not made the Planning Department aware of any Homeowner's Association.
- **Liability Insurance:** The signed application states the liability insurance for the property does not exclude short-term rentals from coverage, as well as conformance with building code, and zoning requirements. Taxes are current.
- **Fee:** The inspection fee of \$25 was paid and submitted with the application. The remaining \$476 is due after approval from Planning Commission and Board of Aldermen.
- **Notice via Standard Mail:** The notice of Public Hearing was mailed January 21, 2026, to 47 property owners within 500 feet of the subject property. The public notice included the name of the applicant, public hearing date, time, and location. A summary of Frequently Asked Questions regarding short-term rentals was also included.
- **Publication:** Notice of the public hearing was advertised at least 15 days prior to the date of the hearing on January 25, 2026. Additionally, the required yard sign was posted on January 26, 2026. All advertising requirements have been met.
- **Inspection:** The property was inspected on January 5, 2026, and was approved. The inspection form is attached for review.
 - **Maximum Occupancy:** Maximum occupancy of (6) six was approved by the Fire Marshall during the inspection.
 - **Maximum Number of Vehicles:** Maximum number of (4) four vehicles were approved by the Building Official during the inspection.
- **Guest Rules:** The guest rules were posted and visible during the property inspection.
- **Code Violations:** No code violations were documented for this address in the past 12-months.
- **Police Dept Comment:** No police reports have been documented for this address in the past 12-months.

- **Additional Information:** The Planning Department received a complaint on September 25, 2025, from a neighboring residence that the home was being used as a Short-Term Rental without an approved permit. A letter of complaint was sent to the owner and is attached for reference. No additional complaints were reported after the letter was sent to the owners.

PROPOSED MOTION:

To recommend **approval** of the short-term rental permit located at 130 Booth Circle with annual renewal and compliance with the City of Ocean Springs STR Ordinance.

– OR –

To recommend **denial** of the short-term rental permit located at 130 Booth Circle.



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: 10/20/2025 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 PROPERTY INFORMATION:

- Address of Rental Property: 130 Booth Circle
Parcel Identification Number: 61133170.000 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? No ~ If yes, a copy of the covenants must be included.

PROPERTY OWNER - Name: Mary and Ross Reardon
Address: 18664 Greenlawn Street Detroit, MI 48221
Phone No. 601-937-1317 Email: ross.reardon@yahoo.com
OWNER SIGNATURE: [Signature]
LOCAL PROPERTY MANAGER - [Must RESIDE within two (2) miles of the OS City Limits]
Name: Chris Dearman
Address: 805 Magnolia Bayou Boulevard Ocean Springs, MS 39564
Phone No. 228-338-6259 Email: christopherdearman@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: RR (initials) Copy of Ordinance 2019-19 Received: RR
Copy of Ordinance 2018-02 Received: RR (initials) Copy of Ordinance 2021-25 Received: RR
Copy of Ordinance 2023-07 Received: RR (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) Ross Reardon, 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: Mary and Ross Reardon

Parcel ID(s): 61133170.000

Date Property Acquired: 10/24/24

Owner’s Signature Ross Reardon **Date** 10/20/25

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: _____

DATE: _____

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: 130 Booth Circle iWorQ Permit#: 10074



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.
- Property Owner: Mary and Ross Reardon *** Phone #: (601) 937-1317
- Contact Name: Chris Dearman Phone #: (228) 338-6259
- Adequate garbage receptacles
 - Smoke detectors in all bedrooms and hallways.
 - Carbon monoxide detectors if there is gas service.
 - Identified # of Bedrooms: 3
 - Proposed # of Guests: 6
 - Approved # of Guests per OSFD: 6**
 - Proposed # of vehicles: 4
 - Approved # of vehicles per OSFD: 4**

Date of Inspection: 5-JAN-2026

COMMENTS: _____

PASSED

Building Official: [Signature]
Property Owner: _____

Fire Marshall: [Signature]

Budgeto null name

130 Booth Cr

Lodging Policies & Rental Agreement

130 Booth Cr 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 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.

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

All use of 130 Booth Cr 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 the 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 bins on the side of the house for trash upon leaving.

Smoking: Absolutely no smoking is allowed inside the home

Parking: Up to three cars can park in the driveway 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. 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 130 Booth Cr! 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.

Booking Confirmation

Thank you for choosing 130 Boothe Cr for your vacation! We hope that you have a pleasant stay.

Our condo is located at:

**130 Booth Cr
Ocean Springs, MS 39564**

Rental Rules

CHECK-IN TIME: AFTER 4 P.M. CST AND CHECKOUT is 10:00 A.M. CST. Early check-in or late checkout is not available without prior permission. This is NON-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, especially 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 three (3) 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 bins along side of the house for your trash upon leaving.

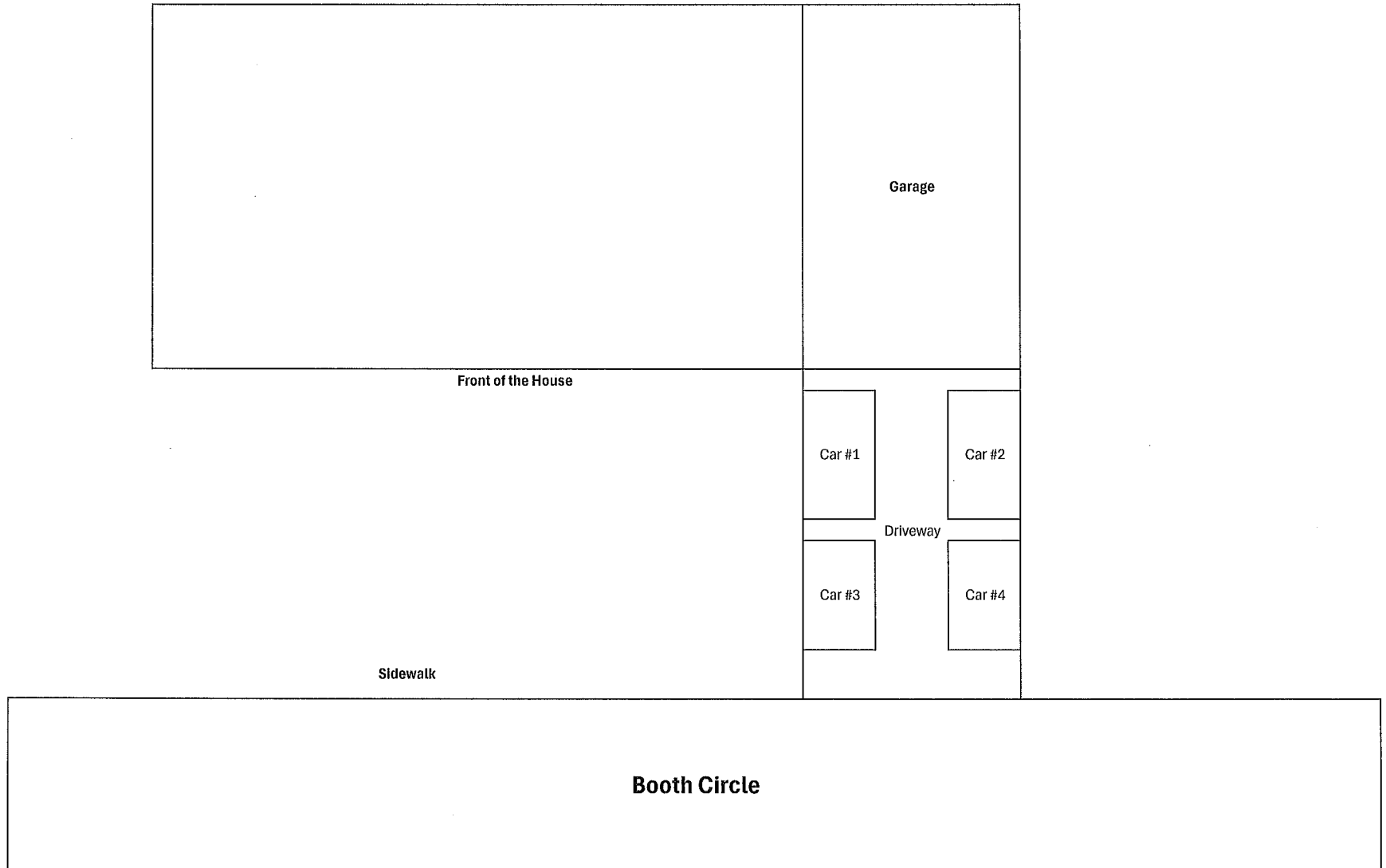
HURRICANE OR STORM POLICY – No refunds will be given unless: The state or local authorities order mandatory evacuations in a "Tropical Storm/Hurricane Warning area" and/or A "mandatory evacuation order has been given for the Tropical Storm/Hurricane Warning" area of residence of a vacationing guest.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

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.

130 Booth Circle Ocean Springs, MS 39564
Parking Diagram



Prepared By:
David B. Pilger
Attorney at Law
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantors:
Matthew P. Pavlov
Amanda C. Pavlov
312 Alice Street
Ocean Springs, MS 39564
(228) 365-8982

Return To:
Pilger Title Co.
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantees:
Mary Elizabeth Reardon
Ross Joseph Reardon
18664 Greenlawn
Detroit, MI 48221
(601) 937-1317

File No. O-24-441

INDEXING INSTRUCTIONS: Lot 139, Heron Bayou Estates, Part 6, & a parcel of land in Sect. 26, T7S, R8W, Jackson County, MS

STATE OF MISSISSIPPI
COUNTY OF JACKSON

WARRANTY DEED

FOR AND IN CONSIDERATION OF the price and sum of TEN AND NO/100 DOLLARS (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of all of which is hereby acknowledged, we, **Matthew P. Pavlov and Amanda C. Pavlov**, do hereby sell, convey and warrant unto **Mary Elizabeth Reardon and Ross Joseph Reardon**, as joint tenants with right of survivorship and not as tenants in common, all of that certain tract, piece or parcel of land situated in Jackson County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereunto belonging, and being more particularly described as follows, to-wit:

Legal Description attached hereto as Exhibit "A"

This being the same property as that conveyed to Matthew P. Pavlov and Amanda C. Pavlov by deed from Francisco R. Rey and Linda J. Rey dated 01/20/2015 and recorded with Jackson County Chancery Clerk on 01/22/2015 in Book 1770, Page 700.

If this property is bounded by water, this conveyance includes any natural accretion, and is subject to any erosion due to the action of the elements. Such riparian and littoral rights as exist are conveyed herewith but without warranty as to their nature or extent. If any portion of the property is below the mean high tide watermark, or is coastal wetlands as defined in the Mississippi Coastal Wetlands Protection Act it is conveyed by quitclaim only.

Grantor(s) quitclaim any and all oil, gas, and other minerals owned, if any, to Grantee(s). No mineral search was requested or performed by preparer.

This conveyance is subject to any and all covenants, rights of way, easements, restrictions and reservations of record in the office of the Chancery Clerk of Jackson County, Mississippi.

It is agreed and understood that the taxes for the current year have been pro-rated as of this date on an estimated basis, and when said taxes are actually determined, if the proration as of this date is incorrect, the Parties hereto agree to make all necessary adjustments on the basis of an actual proration.

WITNESS OUR SIGNATURES, on this the 23rd day of October, 2024.

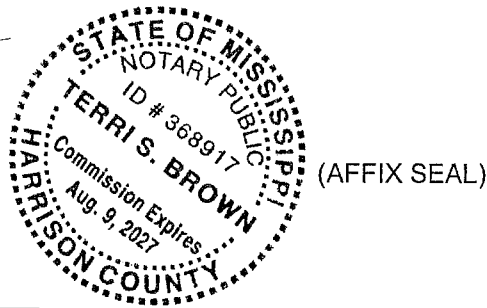
[Signature]
Matthew P. Pavlov
[Signature]
Amanda C. Pavlov

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

Personally appeared before me, the undersigned authority in and for the said county and state, on this 23rd day of October, 2024, within my jurisdiction, the within named Matthew P. Pavlov and Amanda C. Pavlov, who acknowledged that they executed the above and foregoing instrument.

[Signature]
Notary Public



My commission expires: 8/9/27

Pilger Title Co
 ALTA Universal ID: 1142684
 1406 Bienville Boulevard
 Ocean Springs, MS 39564
 (228) 215-0011

ALTA Combined Settlement Statement

File #:	O-24-441	Property	130 Booth Circle	Settlement Date	10/23/2024
Print Date & Time:	10/23/2024 at 09:37 AM		Ocean Springs, MS 39564	Disbursement Date	10/23/2024
	CDT		Lot 139, Heron Bayou		
Escrow Officer:	Susan Simpson		Estates, Part 6		
Settlement Location:	Pilger Title Co	Buyer	Mary Elizabeth Reardon and		
	1406 Bienville Blvd.		Ross Joseph Reardon		
	Ocean Springs, MS, 39564	Seller	Matthew P. Pavlov and		
			Amanda C. Pavlov		
			312 Alice Street		
			Ocean Springs, MS 39564		
		Lender	CASH		

Seller			Buyer	
Debit	Credit		Debit	Credit
		Financial		
	\$220,000.00	Sale Price of Property	\$220,000.00	
		Deposit		\$1,000.00
		Prorations/Adjustments		
\$1,340.88		County Taxes 01/01/2024 to 10/23/2024		\$1,340.88
		Payoff(s)		
\$84,507.87		Payoff to Wells Fargo Home Mortgage		
		Government Recording and Transfer Charges		
\$27.00		Recording Fees	\$26.00	
		---Deed: \$26.00		
		---Mortgage: \$0.00		
		---Release: \$27.00		
		Commission		
\$5,500.00		Listing Agent Commission to RE/MAX Real Estate Partners		
\$5,500.00		Selling Agent Commission to Real Broker LLC		
		Title Charges & Escrow / Settlement Charges		
		Title - Document Preparation to Pilger Title Co	\$175.00	
		Title - Express Mail/Courier to Pilger Title Co	\$65.00	
		Title - Settlement or Closing Fee to Pilger Title Co	\$350.00	
		Title - Title Abstract/Exam to Pilger Title Co	\$245.00	
		Title - Wire Fee to Pilger Title Co	\$25.00	
		Title - Owner's Title Insurance Binder to Pilger Title Co	\$100.00	
		Title - Owner's Title Policy to Old Republic National Title Insurance Company	\$880.00	
		Miscellaneous		
\$400.00		Payment Due to Pitalo Home Services		
\$133.75		Pest Inspection (Estimate) to BPC Services		

Seller			Buyer	
Debit	Credit		Debit	Credit
\$97,409.50	\$220,000.00			
		Subtotals	\$221,866.00	\$2,340.88
		Due from Buyer		\$219,525.12
\$122,590.50		Due to Seller		
\$220,000.00	\$220,000.00	Totals	\$221,866.00	\$221,866.00

See signature addendum

DECLARATION OF ACCEPTANCE

This form is provided as a courtesy to the parties only. It is not required to be used in this transaction and may not fit the needs, goals and purposes of the parties. The Mississippi Association of REALTORS® makes no statement or warranty as to this form, its contents or use, and the parties, by their use of this form, acknowledge said facts and agree that neither the Mississippi Association of REALTORS® nor any member thereof shall be liable to any party or person for its contents or use. If any party to this transaction does not fully understand it, or has any question, the party should seek advice from a competent legal professional before signing.

1. PROPERTY ADDRESS:

2. 130 Booth Circle, Ocean Springs, MS 39564,
3. Lot 139, Heron Bayou Estates, Part 6,
4. Jackson County, Mississippi

5. All warranties and statements, expressed or implied, as to Property condition, financing terms, and all representations of all parties,
6. including Seller, Buyer and all brokers, contained or associated with this Contract for Sale and Purchase of Real Estate with a
7. contract date of October 3, 2024, and signed by the undersigned Buyers and Sellers have been complied with to
8. our satisfaction.
9. We, the undersigned, do hereby declare that without any reservations we hereby accept the Property as to the condition of the house,
10. other improvements, fixtures and equipment, decoration, suitability and readiness for use as our home, as well as financing terms, and
11. all other representations of Buyer(s), Seller(s) and all Brokers and any other statements or representations contained in the Contract or
12. any addendum thereof. We understand that, with the acceptance of the Deed, and except for misrepresentation or fraud, Seller(s) will
13. have no further responsibility or liability for any repairs to the Property. Buyer(s) and Seller(s) hold harmless all brokers for any
14. representations, expressed or implied, in the aforementioned Contract or in any other form not thus merged in the Deed.
15. We do further declare that the consideration paid is acceptable to us, and that we understand that market conditions change, and
16. That property values therefore change. We, therefore, release Seller(s), Sellers(s)' agents, Buyer(s), Buyer(s)' agents and all Brokers
17. in this transaction from any responsibility whatsoever resulting from changes in market conditions.
18. We acknowledge that we, as Owners, Sellers, Invitees and Buyers of real property using any audio and/or video surveillance devices or
19. devices capable of photography, videography or videotelephony are solely responsible for compliance with applicable state, local and
20. federal laws concerning use of such devices including, but not limited to, cameras, phones, security systems, monitors or other devices
21. capable of making or transmitting audio and/or video recordings or photographs. We have been informed and acknowledge our
22. understanding that audio or video recordings and/or photographs may be illegal under state, local and/or federal laws, depending on the
23. circumstances. We have had an opportunity to consult legal counsel concerning applicable laws and acknowledge that we have taken
24. steps to protect against practices violative of rights of persons owning, inhabiting, utilizing, viewing or visiting the property. We
25. **hereby agree to hold the brokerages and their agents harmless from all claims (excepting only claims under the exclusive**
26. **jurisdiction of the Mississippi Real Estate Commission under license law or claims under the National Association of**
27. **REALTORS® Code of Ethics and Arbitration Manual) or damages arising out of use of video and audio surveillance systems or**
28. **photography, videography, or videotelephony by us or our agents, representatives, relatives, masters, servants, assigns,**
29. **principals, employee or any other persons or entities associated with us.**
30. In the event the parties have agreed to use of a Post-Closing Possession Addendum (F18), this Declaration of Acceptance is effective
31. through the date of Closing only, but the provisions of the Post-Closing Possession Addendum shall control as to any material changes
32. to the Property during the period covered by the Post-Closing Possession Addendum. Buyer(s) make no declaration of acceptance of
33. the Property for any period of Post-Closing Possession by Seller(s) and specifically reserve any and all rights they have by virtue of the
34. Post-Closing Possession Addendum.
35. The foregoing notwithstanding, nothing herein shall operate to void or negate any warranties made by a builder of new construction or

SIGN HERE
36
37
38
39
40
41

Mary Elizabeth Reardon
Mary Elizabeth Reardon, BUYER

Ross Joseph Reardon
Ross Joseph Reardon, BUYER

Matthew P. Pavlov
Matthew P. Pavlov, SELLER

Amanda C. Pavlov
Amanda C. Pavlov, SELLER

39. 10/21/24
40. DATE

10/23/24
DATE



Copyright© 2019 by Mississippi Association of REALTORS®
F19 – Declaration of Acceptance Rev. Date 12/2019

e) Indicate in the box provided after the list below if seller knows of a problem with one or more items appearing in the list

ITEM	GAS/ELECTRIC	AGE
Built-in Cooktop	N/A	
Built-in Ovens	electric	3 years
Built-in Dishwasher	electric	unknown
Built-in Microwave	N/A	
Built-in Ice Maker	electric	1 year
Built-in Trash Compactor	N/A	
Built-in Range	electric	3 years
Built-in Refrigerator	electric	1 year

ITEM	GAS/ELECTRIC	AGE
Garbage Disposal	electric	New
Garage Door Opener(s) (#)	electric	1 year
Central Air (#)	electric	upstairs 4 years downstairs unknown
Central Heat (#)		
Water Heaters (#)	electric	unknown
Tankless Heater (#)	N/A	
Ductless HVAC	N/A	

If seller knows of a problem with one or more items listed above, explain the problem here (attach additional pages if necessary). If no explanation(s) appear in this box or on an attached page, seller thereby indicates being unaware of any problems.

VII. CERTIFICATION

SELLER certifies that the information in this Property Condition Disclosure Statement is true and complete to the seller's actual (personal) knowledge as of the date signed by the seller. If a seller of residential real property acquires knowledge which renders materially inaccurate a Property Condition Disclosure Statement provided previously, the seller shall deliver a revised Property Condition Disclosure Statement to the buyer as soon as practicable. In no event, however, shall a seller be required to provide a revised Property Condition Disclosure Statement after the transfer of title from the seller to the buyer or occupancy by the buyer, whichever is earlier.

Seller's Signature(s)

X  _____

Date 7/18/24

X  _____

Date 7/18/24

BUYER acknowledges receipt of a copy of this statement and buyer understands that this information is a statement of certain conditions and information concerning the property known to the seller. It is not a warranty of any kind by the seller and is not a substitute for any home pest hazardous waste or other inspections or testing of the property or inspection(s) of the public records.

Buyer's Signature(s)

X Mary Elizabeth Reardon _____

Date _____

X _____

Date _____

SELLER'S CLOSING CERTIFICATION: Seller certifies at closing that the information in this PCDS, including any amendments, remains true and complete to the seller's actual (personal) knowledge as of the date of the transaction's closing.

Seller's Signature(s) at closing

X  _____

Date of closing 10/23/24

X  _____

Date of closing 10/23/24

MISSISSIPPI REAL ESTATE COMMISSION

Property Condition Disclosure Statement (PCDS)

The following is a Property Condition Disclosure Statement (PCDS) required by §89-1-101 through §89-1-127 of the Mississippi Code made by the SELLER(S) concerning the condition of the RESIDENTIAL PROPERTY (1 TO 4 UNITS) located at

ADDRESS

103 Booth Circle, Ocean Springs, Mississippi, 39564

SELLER(S):

Matthew Pavlov and Amanda Pavlov

Year Built 1984

Note to Buyer: If the structure was built before 1978 you are encouraged to investigate the possible presence of lead-based paint.

IS A PCDS NECESSARY? - NO OCCUPANCY AND NO KNOWLEDGE

Instructions to Seller(s). If no seller has occupied (lived in) the property AND no seller has any knowledge of the property's condition, check the two boxes below sign in attestation of the truth of these representations and leave the remainder of the PCDS blank.

No Seller has occupied the property, AND no Seller has any knowledge of the property's condition.

Signatures of Seller(s)

Date

IS A PCDS NECESSARY? - STATUTORY EXCLUSIONS

The Property Condition Disclosure Statute requires the seller of residential real property to cause a PCDS or a copy thereof to be delivered to a buyer prior to the signing by the buyer of an offer to purchase or a binding contract of sale unless there is a statutory exclusion to the contrary for the seller. The following is a summary of those transfers which are EXCLUDED in part from the requirement to provide a fully completed PCDS. A more thorough explanation is provided in §89-01-501.2 of the Mississippi Code. (Check all that apply, sign in attestation of the truth of this representation, and leave the remainder of the PCDS blank.)

Transfers pursuant to a court order to include the following

- Transfer by order of a probate court in the administration of an estate
Transfer pursuant to a writ of execution
Transfer by any foreclosure sale
Transfer by a Trustee in Bankruptcy
Transfer by an eminent domain proceeding
Transfer from a decree for specific performance
Transfer by a fiduciary in the administration of an estate, guardianship, conservatorship or trust

Transfers by a Mortgagee who is in default to the Mortgagee to include the following

- Transfer to a beneficiary of a deed of trust
Transfer by a foreclosure sale after default on a mortgage
Transfer by a mortgagee or a beneficiary following a foreclosure
Transfer by a deed in lieu of foreclosure

Other Exclusions to include the following

- Transfer of real property on which no dwelling is situated
Transfer from one co-owner to one or more co-owners
Transfer to a spouse including due to divorce, separation, or to a prison in the event of bankruptcy
Transfer to or from any governmental entity

Signature of Seller(s)

Handwritten signature

Handwritten signature

GENERAL INSTRUCTIONS

This document is a disclosure of the condition of residential property known by the **SELLER** on the date this statement was completed and it is based on the seller's actual knowledge of the property. It is NOT a warranty of any kind by the seller or any Real Estate Licensee participating in any capacity in this transaction and this PCDS is not a substitute for any inspection(s) or tests. The buyer is encouraged to obtain their own independent professional inspections and environmental tests and is encouraged to check public records pertaining to the property. However, the buyer may rely on the information contained herein when deciding to negotiate the terms for the purchase of this residential real estate. This statement may be made available to other parties and is to be signed and dated by the SELLER(S)

Instructions to Seller(s):

- a. Complete this form yourself
- b. Answer all questions based upon your actual (personal) knowledge of the residential property
- c. Attach additional pages with your signature if additional space is required to describe the condition(s)
- d. If some items do not apply to your property, check "NA" (Not Applicable). If you do not know the answer to a question, you should check "UNK" (Unknown).

Note to Seller(s)

A knowingly false or incomplete statement by the seller on this form may subject the seller to claims by the buyer prior to or after the transfer of title. In the event a seller fails to perform the statutory duty to deliver a PCDS prior to the signing by the buyer of an offer to purchase or a binding contract of sale, the buyer will be allowed (upon the subsequent receipt of a PCDS or material amendment thereto) to terminate the contract (including a full return of earnest money) by delivery of a written notice of termination within three (3) days after in-person delivery of a PCDS (or material amendment thereto) or within five (5) days after delivery by deposit in the mail of a PCDS (or material amendment thereto).

Note to Buyer(s):

If the seller does not give you a completed PCDS before you make a written offer to purchase the property (or sign a contract to purchase), you may terminate any resulting contract without penalty to you as the buyer (your earnest money will be fully returned). To terminate the contract, you must deliver to the seller or the seller's agent a written notice of termination within three (3) days of your in-person receipt of a PCDS (or material amendment thereto) from the seller (or within five (5) days of the seller's depositing a PCDS (or material amendment thereto) in the mail to you).

SELLER'S STATEMENT OF PROPERTY'S CONDITION

The seller makes the representations on this PCDS based upon the seller's actual (personal) knowledge of the property for delivery to a prospective buyer of the residence. The following are representations made by the seller and are not the representations of any real estate licensee involved in the transaction.

I. GENERAL INFORMATION

- | | | | | |
|---|---|--|------------------------------|-----------------------------|
| 1. Does the seller currently have ownership of the residence? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 2. Does the seller currently occupy the residence? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 3. Are there certificates of occupancy related to the property? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 4. Is the residence a condominium? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 5. Is the residence a modular/mobile home on a permanent foundation? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 6. Was the residence built in conformity to approved building codes? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unk | <input type="checkbox"/> NA |
| 7. What dates have the seller occupied the residence? | 2014 - 2024 | | | |
| 8. What is the approximate square footage of the heated/cooled living area? | 1752 | | | |
| 9. How or by whom was the heated/cooled square footage area determined? | tax records | | | |

II. ROOF

1 Are you aware whether all or any portion of the roof has been repaired or replaced? Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary)

Replaced front Nov 2017, back repaired 2019

2 To your knowledge, are there any written warranties presently in place for the roof? If Yes, please provide a copy. Yes No Unk NA

3 Are you aware of any current leaks or defects with the roof such as structural issues, dry rot, water backups, moisture issues, wind damage, or hail damage? Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary)

4 The roof is Unknown years old

III. UTILITIES, INTERNET, AND TELEVISION SERVICES

Utilities	Service Provider (state NA if Not Applicable)	Average Monthly Bill
Electricity	Singing River	\$200
Natural Gas	NA	
Water	Ocean Springs Water department	\$50.00
Garbage Collection	Waste management	\$31.50
Propane	NA	
Solar Panels	NA	
Other		

If applicable Propane Tank is Owned Leased If leased the fee is \$ _____ per Month Year

1 Is your drinking water from a private well? Yes No Unk NA

a) If YES, has the water quality been tested for safety?

If YES, please attach the Water Safety Report (if available)

Yes No Unk NA

2 The sewage system is Public Private Septic Cesspool Treatment Lift Other

If an individual system provide

Manufacturer Name _____

Location on Property _____

Is a sewage pump installed?

Yes No Unk NA

If an individual system, has it been inspected by the proper state/county/Health Department officials?

Yes No Unk NA

If an individual system, what is the date of the last servicing? _____

How many bedrooms are allowed by the individual wastewater permit? _____

3 Is cable Television available at the site? Yes No Unk NA

What type of internet service is available at the site? DSL Cable Fiber Optic Satellite Unk NA

If internet service is currently available, who is the provider?

Cox, Sparklight, AT&T

IV. STRUCTURAL ITEMS & SOILS

- 1. Are you aware of any settlement/heaving of soils, any collapsible or expansive soils or poorly compacted fill on the Property? Yes No Unk NA
- 2. Are you aware of any past or present movement, shifting, deterioration or other problems with the walls (interior or exterior) or the foundation of the Property? Yes No Unk NA
- 3. Are you aware of any tests to determine the composition/compaction of soil or the presence of any "expandable soils" being present on the Property? Yes No Unk NA
- 4. Are you aware of any foundation repairs made in the past?
 - a. If YES, is there a written report? Yes No Unk NA
 - b. If YES, is there a warranty which can be transferred to the buyer? Yes No Unk NA
- 5. To your knowledge, are any foundation repairs currently needed? Yes No Unk NA
- 6. Except for "Cosmetic Upgrades" (carpet, paint, wallpaper) have you remodeled, made any additions, structural modifications, or other alterations or improvements to the property? Yes No Unk NA
 - a. If YES, please attach a detailed description of all work completed, the name of the building contractor who completed the work and the completion date of the work. Yes No Unk NA
- 7. Were all necessary work PERMITS and approvals secured in compliance with local, city and county building codes? Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary)

- 8. Are you aware if there has ever been damage to any portion of the (residence) structure because of the following:

Fire	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Windstorm	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Hail	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Tornados	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Hurricane	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Other Disaster	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA

If Yes, please explain here (attach additional pages if necessary)
Windstorm damaged roof, we replaced damaged shingles

- 9. Are you aware of the presence of or damage (repaired or unrepaired) caused by termites or wood-destroying insects? Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary)

- 10. Are you aware of the presence of animals or animal infestations on the property and/or in the residence? Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary)

11 Other than routine maintenance and upkeep during your ownership are you aware of any problems malfunctions or defects with any of the following?

Inerior Walls	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Exterior Walls	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Fireplace	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Unk	<input type="checkbox"/> NA	Chimney	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Windows	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Skylights	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Doors, Door Trim	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Rain Gutters	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Ceiling	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Driveway	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Flooring	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Irrigation Sys	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Sinks/Wire Bar	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	French Drain	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Shower	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Patio	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Sauna	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA	Outdoor Fireplace	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Jetted Bathtubs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA	Outdoor Kitchen	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input checked="" type="checkbox"/> NA
Lighting	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Soffit(s)/Fasciars)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Ceiling Fans	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Stucco/Dryvit	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Electrical Outlets	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Garage Door	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Locks	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA

If Yes please explain here (attach additional pages if necessary)

V. LAND AND SITE DATA

1 Is there an engineer's survey of the Property available? Yes No Unk NA

If Yes, please attach a copy of the survey and indicate by whom the survey was completed and the date of the survey (attach additional pages if necessary)

2 Are you aware of the existence of any of the following? Add additional distinct issues below use a separate page if needed.

Property tax	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	If Yes \$ 1500 approx	year Homestead exemption	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Encroachments	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Boundary Dispute	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Easements	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Soil Erosion	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Soil Problems	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Standing Water	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Land Fill	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Drainage Problems	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Foreclosure	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Zoning Noncompliance	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Pending Litigation	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Judgments/Liens	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Restrictive Covenants	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Special Assessments	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Mechanics Lien(s)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Eminent Domain	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Materials Lien(s)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	HOA/COA Dues	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Rights of Way	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Historic Registry	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
CRP	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	Pearl River Valley Land	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
16th Section land	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	PID \$	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA
Leasehold	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA	(Other)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unk	<input type="checkbox"/> NA

If Yes please explain here (attach additional pages if necessary)

3 Are you aware if any portion of the Property (including a part of the site) is currently located in a FEMA Designated Flood Hazard Zone? Yes No Unk NA

a) If Yes, what is the flood zone classification of the Flood Hazard Zone?

4 Has the residence ever been flooded by rising water from the outside? Yes No Unk NA

5 Is flood insurance currently required? Yes No Unk NA

a) If Yes, please indicate the premium currently being paid and the date that the premium was last adjusted.
 Premium: _____ Date Paid: _____ Date Last Adjusted: _____

6 Are you aware if any portion of the Property (Site) is currently designated as being located within a WETLANDS area and is subject to specific restrictive uses? Yes No Unk NA

7 Are you aware of any occurrence of water penetration or damage (at any time, for any reason) to:
Walls Yes No Unk NA
Doors Yes No Unk NA
Attic Yes No Unk NA
Windows Yes No Unk NA
Crawl Space Yes No Unk NA
Basement Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary):

8 Are you aware of water penetration or damage FOR ANY REASON because of:
Flooding Yes No Unk NA
Pipe Fittings Yes No Unk NA
Sewer Overflow Yes No Unk NA
Sewer Backup Yes No Unk NA
Plumbing Fixtures Yes No Unk NA
Leaking Appliances Yes No Unk NA
Lot Drainage Yes No Unk NA
Condensation Yes No Unk NA
Moisture Seep Yes No Unk NA
Leaking Pipes Yes No Unk NA
Broken Pipes Yes No Unk NA
Other Causes Yes No Unk NA

If Yes, please explain here (attach additional pages if necessary):

VI. BUILT-IN APPLIANCES, SYSTEMS AND MECHANICAL EQUIPMENT REMAINING WITH RESIDENCE

Instructions to Seller(s):

- a) If an item listed below does not exist or will be uninstalled and removed from the residence before closing, CROSS THROUGH the name of the item using a line or "X" so that the list below will reflect the items remaining with the residence.
b) If other distinct built-in appliances, systems, or mechanical equipment exist and will remain, add them in the blanks provided below or use a separate page.
c) Indicate whether the item is powered by gas or electricity, and the age in years of the item (if age not known, indicate Unknown).
d) Where a "(#)" appears in the entries below, indicate in the blank space provided immediately thereafter, how many of the item will remain with the property.

MISSISSIPPI OFFICIAL WOOD DESTROYING INSECT REPORT

Inspection Co.: BPC Services
 Address: P.O. BOX 1877
 City/State/Zip: OCEAN SPRINGS, MS 39566
 Phone: 633-305-4229

Case Number (VA/FHA/Other): 869
 Inspector: Alan Weber
 ID Number: 46887 License Number: 46884
 Inspection Date: 10-16-21

Party Requesting Inspection: Remax Michelle Calhoun Purchaser Seller Agent
 Owner/Seller: Mary Pearson
 Address: 130 South Cir. Ocean Springs, MS 39564 Structure(s) Inspected: HOUSE

Report Forwarded To: Title Company and/or Mortgage Company Purchaser Seller Agent
 List all obstructed or inaccessible areas as listed on Page 2 - SECTION C, 1-4: SEE REVERSE

Conditions conducive to wood destroying insect infestation: Yes No **If yes, explain (Conditions Conducive to wood destroying insects infestation as defined on Page 2 - SECTION D):** SEE REVERSE

Inspection Reveals Visible Evidence of: (Check Each Column Yes or No)	Active Infestation		Previous Infestation		Previous Treatment		Visible Insect Damages	
	Yes	No	Yes	No	Yes	No	Yes	No
Subterranean Termites	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Drywood Termites	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Wood Borer Beetles-specify	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carpenter Bees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Carpenter Ants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Remarks / Additional Findings: BPC Services is not responsible for insect and / or damage in areas that are inaccessible for inspection or where conducive conditions exist. See statement of Pest Control operator on reverse.

Structure previously treated by this company: Yes No
 This company has current contract in force: Yes No Expiration Date: 1-12-2016 Contract Transferable Yes No
 Date of original treatment: 7-2-8-97 Type of insect treatment contract: ARTICULATED TERMITES TREATMENT

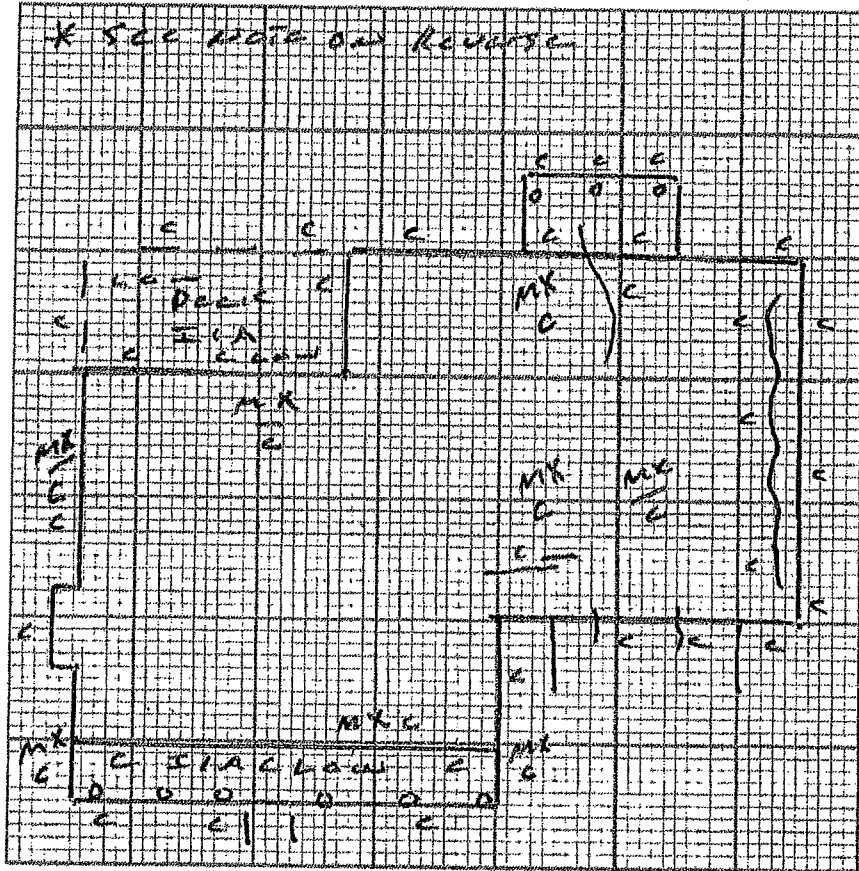
Buyer should acquire a copy of this contract for terms and type of coverage.

GRAPH MUST BE COMPLETED FOR EVERY STRUCTURE INSPECTED.

Not to Scale

KEY SYMBOLS

- (X) = Subterranean Termite Activity
- X = Subterranean Termite Damage
- (B) = Wood Boring Beetle Activity
- B = Beetle Damage
- (CA) = Carpenter Ant Activity
- CA = Carpenter Ant Damage
- (CB) = Carpenter Bee Activity
- CB = Carpenter Bee Damage
- (D) = Drywood Termite Activity
- D = Drywood Termite Damage
- C = Conditions Conducive To Wood Destroying Insects



IMPORTANT-THIS GRAPH IS NOT DRAWN TO SCALE AND ANY EVIDENCE LISTED IS LOCATED IN GENERAL LOCATIONS READ AND UNDERSTAND BOTH SIDES OF THIS REPORT.

Additional Comments: See statement of pest control operator on reverse side. By accepting this report, seller / buyer relieves BPC Services of any and all liability from past or present wood destroying insect / organism damage from the inspected structure arising from any area that was inaccessible at the time of the inspection or listed as a conducive condition.

Inspector's Signature: [Signature] Date: 10-16-21
 License or Permit Holder's Signature of Approval: [Signature] Date: 10-16-21
 Notice of inspection was posted at or near: Access Opening Water Heater Beneath Kitchen Sink Date Posted: 10-16-21

I HAVE RECEIVED THE ORIGINAL OR A LEGIBLE COPY OF THIS FORM, HAVE READ, AND UNDERSTAND SAME.

Signature of Individual Purchasing Property: [Signature] Date: 10/23/21

(SEE REVERSE SIDE)

X: [Signature]

[Signature]



STATEMENT OF PEST CONTROL OPERATOR

- A. THIS REPORT CERTIFIES AS TO THE PRESENCE, ABSENCE, PREVIOUS INFESTATION AND DAMAGE CAUSED BY WOOD DESTROYING INSECTS IN THE VISIBLE AND ACCESSIBLE AREAS OF A WOODEN STRUCTURE. THIS REPORT IS MADE ON THE BASIS OF WHAT WAS VISIBLE AND ACCESSIBLE AT THE TIME OF THE INSPECTION (HEREAFTER DEFINED AS "THE DATE INSPECTION WAS PERFORMED") FOR THE STRUCTURE(S) LISTED. DETACHED GARAGES, SIDED, LEAN-TOS, FENCES, OR OTHER BUILDINGS ON THE PROPERTY WILL NOT BE INCLUDED IN THIS INSPECTION REPORT UNLESS SPECIFICALLY NOTED. THIS REPORT IS NOT A WARRANTY AS TO ABSENCE OF WOOD DESTROYING INSECTS, OR HIDDEN DAMAGE, OR THE PRESENCE OF ALL CONDITIONS CONDUCTIVE TO WOOD DESTROYING INSECT INFESTATIONS. ANY EVIDENCE OF CONDITIONS SURROUNDING TOXIC MOLD, MILDEW OR FUNGUS WILL NOT BE PART OF THIS REPORT. THE CUSTOMER SHOULD HAVE A QUALIFIED EXPERT INSPECT THE BUILDING FOR ANY MOLD CONCERNS. IF VISIBLE EVIDENCE OF ACTIVE OR PREVIOUS INFESTATION OF WOOD DESTROYING INSECTS COVERED BY THIS REPORT (I.E., SUBTERRANEAN TERMITES, DRYWOOD TERMITES, RE-INFESTING WOOD BORING BEETLES, CARPENTER ANTS AND CARPENTER BEES) IS REPORTED, IT SHOULD BE ASSUMED THAT SOME DEGREE OF DAMAGE IS PRESENT. IF VISIBLE DAMAGE IS REPORTED, IT DOES NOT IMPLY THAT DAMAGE SHOULD BE REPAIRED OR REPLACED. THIS REPORT IS NOT A STRUCTURAL DAMAGE REPORT. THE ABOVE NAMED FIRM'S INSPECTORS ARE NOT ENGINEERS OR BUILDERS, AND YOU MAY WISH TO CALL A QUALIFIED ENGINEER OR EXPERT IN THE BUILDING TRADE TO ASCERTAIN THEIR OPINION AS TO WHETHER THERE IS STRUCTURAL DAMAGE TO THIS PROPERTY AND IF CORRECTIVE ACTION SHOULD BE PERFORMED BY A QUALIFIED BUILDING EXPERT. IF COMPANY PERFORMING INSPECTION DOES NOT HAVE CURRENT WOOD DESTROYING INSECT TREATMENT CONTRACT IN FORCE ON PROPERTY NOTED ON THIS FORM, THIS INSPECTION DOES NOT COVER ANY REPAIR OF CONDITION OR DAMAGE, OR TREATMENT OF AREA WHICH WAS NOT VISIBLE AND ACCESSIBLE AT TIME OF INSPECTION, BUT WHICH MAY BE REVEALED IN THE COURSE OF REPAIR OR REPLACEMENT WORK. IF CURRENT WOOD DESTROYING INSECT TREATMENT CONTRACT IS IN FORCE, WARRANTY IS BASED ON THE TERMS OF TREATMENT CONTRACT.
- B. THIS REPORT IS NOT AN OPINION COVERING AREAS THAT ARE ENCLOSED OR INACCESSIBLE, OR OF ANY PORTION OF THE STRUCTURE IN WHICH INSPECTION WOULD NECESSITATE REMOVING OR DEFACTING ANY PART OF THE STRUCTURE. SECTION B (1-5) LIST EXAMPLES OF OBSTRUCTED OR INACCESSIBLE AREAS, BUT NOT LIMITED TO, THAT MAY BE COMMON TO STRUCTURES THAT WILL NOT BE LISTED ON PAGE 1 OF THIS REPORT AND/OR IN ADDITIONAL COMMENTS:
1. JOISTS HIDDEN (a) suspended ceiling (b) fixed ceiling (c) insulation (d) floor over joists
 2. WALL COVERINGS (a) paneling (b) dry wall (c) plaster (d) tile (e) cabinets (f) shelving (g) wallpaper (h) inaccessible bath trap
 3. FLOOR COVERINGS (a) tile (b) carpet (c) rug (d) linoleum (e) built-ins
 4. ROOF RAFTERS HIDDEN (a) suspended ceiling (b) fixed ceiling (c) insulation
 5. RAISED FLOORING (a) flooring elevated with sleepers beneath
- C. THIS REPORT IS NOT AN OPINION COVERING AREAS THAT ARE ENCLOSED OR INACCESSIBLE, OR OF ANY PORTION OF THE STRUCTURE IN WHICH INSPECTION WOULD NECESSITATE REMOVING OR DEFACTING ANY PART OF THE STRUCTURE, OR REMOVING OR MOVING ITS CONTENTS. SECTION C (1-4) LIST EXAMPLES OF OBSTRUCTED OR INACCESSIBLE AREAS, BUT NOT LIMITED TO, THAT (IF PRESENT) ARE REQUIRED TO BE LISTED ON PAGE 1 OF THIS REPORT AND/OR IN ADDITIONAL COMMENTS:
1. PERSONAL POSSESSIONS (a) stored material (b) boxes (c) pictures (d) clothing (e) furniture (f) appliances
 2. EXTERIOR (a) dense shrubbery (b) siding (c) window well covers (d) planters (e) brick and stucco below the soil
 3. PORCH (a) no access or entry beneath floor surface (b) debris
 4. ADD'L ITEMS (a) standing water (b) debris (c) firewood (d) no access or entry (e) absence of safe or stable access (f) inaccessible attic (g) leaking roof (h) faulty plumbing (i) earth-wood contact (j) wooden decks (k) hidden expansion joints (l) less than 18 inches of clearance
- D. CONDUCTIVE CONDITIONS INCREASE THE LIKELIHOOD OF WOOD DESTROYING INSECT AND ORGANISM ACTIVITY. CONDUCTIVE CONDITIONS LISTED ON THIS REPORT ARE ONLY IN AREAS THAT WERE VISIBLE AND ACCESSIBLE AT THE TIME OF THE INSPECTION. THE FOLLOWING IS A LIST OF CONDUCTIVE CONDITIONS LIMITED TO THIS REPORT THAT (IF PRESENT) MUST BE LISTED ON PAGE 1 OF THIS REPORT AND/OR IN ADDITIONAL COMMENTS:
1. STANDING WATER
 2. POOR VENTILATION
 3. VEGETATION OR VINES CLOSE OR ON STRUCTURE
 4. CRACKS IN FOUNDATION
 5. LEAKS
 6. WOOD TO GROUND CONTACT
 7. HIGH SOIL (exposed brick, stucco, or Exterior Insulation and Finishing System (EIFS) into the ground are examples)
 8. MULCH, LANDSCAPE TIMBERS, STUMP OR ROOTS AGAINST OR UNDER THE STRUCTURE
 9. VISIBLE WATER DAMAGE
 10. VISIBLE MOISTURE
 11. VISIBLE WOOD ROT FUNGUS
- E. VISUAL EVIDENCE OF PREVIOUS TREATMENT IS DEFINED AS VISUAL EVIDENCE OF PREPARATION FOR TREATMENT. SOME EXAMPLES INCLUDE: DRILL HOLES IN MASONRY VOIDS, DRILL HOLES IN SLABS OR FLOORING, TRENCHING OR TRENCHING AND RODDING AROUND PERIMETER OR IN CRAWL SPACES OR PRESENCE OF TERMITE BAITING STATIONS. IF COMPANY PERFORMING THIS INSPECTION DID NOT PREVIOUSLY TREAT THIS STRUCTURE, NO STATEMENT IS MADE AS TO WHETHER THE STRUCTURE HAS EVER BEEN TREATED, OR IF TREATED, WAS TREATED CORRECTLY.
- F. NEITHER I NOR THE COMPANY FOR WHICH I AM ACTING HAVE HAD, PRESENTLY HAVE, OR CONTINGENTLY HAVE ANY INTEREST IN THE PROPERTY. I DO FURTHER STATE THAT NEITHER I NOR THE COMPANY FOR WHICH I AM ACTING IS ASSOCIATED IN ANY WAY WITH ANY PARTY TO THIS TRANSACTION UNLESS FULL DISCLOSURE OF ANY KNOWN ASSOCIATION IS PRINTED IN THE ADDITIONAL COMMENTS SECTION OF THIS FORM.

PRIVACY ACT INFORMATION -
 THE INFORMATION REQUESTED ON THIS FORM WILL BE USED FOR EVALUATING THE PROPERTY FOR A VA OR HUD INSURED LOAN. ALTHOUGH THE BORROWER IS NOT REQUIRED BY LAW TO PROVIDE THIS INFORMATION, FAILURE TO PROVIDE IT CAN RESULT IN REJECTION OF THE PROPERTY AS SECURITY FOR THE LOAN. THE INFORMATION COLLECTED WILL NOT BE DISCLOSED OUTSIDE VA OR HUD EXCEPT AS PERMITTED BY LAW. VA AND HUD ARE AUTHORIZED TO REQUEST THIS INFORMATION BY STATUTE (38 U.S.C. 1510(d) (4) AND 12 U.S.C. 1701 OF SEC. 2024) AND

ADDITIONAL COMMENTS (If additional pages are needed for comments, note number of pages added in comments and attach):

Conductive Conditions: Sole Above: Block, Formed
WOOD TO GROUND CONTACT
GARAGE IN SOIL
MOISTURE DAMAGE
INACCESSIBLE AREA

Inaccessible Areas: Expansion Joints, Masonry / Wall Voids,
Partitions of ATTIC - No Deck, Front Porch
Garage - Low, Back Deck - Low

NOTE: BPC Services is not responsible for any
hidden infestation or damage in any inaccessible
areas.

Property Link

JACKSON COUNTY, MS

Current Date **10/22/2025**

Tax Year 2023
Records Last Updated **10/21/2025**

PROPERTY DETAIL

OWNER PAVLOV MATTHEW P & AMANDA C
130 BOOTH CIR

OCEAN SPRINGS MS 39564

ACRES : .31
LAND VALUE : 23510
IMPROVEMENTS : 108810
TOTAL VALUE: 132320
ASSESSED : 13232

PARCEL 61133170.000
ADDRESS 130 BOOTH

TAX INFORMATION

YEAR 2023	TAX DUE	PAID	BALANCE
COUNTY	516.36	516.36	0.00
CITY	382.67	382.67	0.00
SCHOOL	727.94	727.94	0.00
TOTAL	1626.97	1626.97	0.00

A Print Fee May Apply, Contact County For Total.

LAST PAYMENT DATE 1 / 30 / 2024

MISCELLANEOUS INFORMATION

EXEMPT CODE	LEGAL	LOT 139 HERON BAYOU ESTATES PT
HOMESTEAD CODE REG	6	
TAX DISTRICT 5660	PB 16-29 DB 1770-700 (47 Map7	
PPIN 061005	88	
SECTION 27	.27-04)	
TOWNSHIP 7		
RANGE 8		

Book **Page**

[PURCHASE COUNTY TAX SALE FILES](#)

TAX SALES HISTORY, FOR UNPAID TAXES

Year Sold To Redeemed Date/By

****NO TAX SALES FOUND****

Back

PUBLIC HEARING NOTICE

Residential Short-Term Rental

Planning Department



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 MS Press 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 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: 130 Booth Circle

Public Hearing Date/Time: February 10, 2026, at 6:00 pm

Applicant Mary and Ross Reardon

Local Contact Chris 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, December 17, 2019, December 7, 2021, and May 16, 2023. 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 **MUST** reside or have their business physically located 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 \$500 application fee, and payment for mailing was received. All information was reviewed to ensure all administrative requirements have been met. The home

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

PLANNING COMMISSION REPORT

PUBLIC HEARING DATE: February 10, 2026

APPLICANT & OWNER: Matthew Gaylord

LOCATION: 602 Dogwood Road
Lot 2 Bechtel Heights Subdivision, Part 2

PARCEL NUMBER: 61037202.000

REQUESTED ACTION: Residential Short-Term Rental Permit

DATE OF APPLICATION: October 22, 2025



Figure 1. Planning Commission Signage at 602 Dogwood Road

I. DESCRIPTION OF REQUEST:

The applicant, Matthew Gaylord, is requesting a permit to operate a short-term rental that allows rental usage for less than thirty (30) consecutive days.

II. ZONING/LAND USE:

Subject Property: R-D Two Family Residential – Single-Family Dwelling

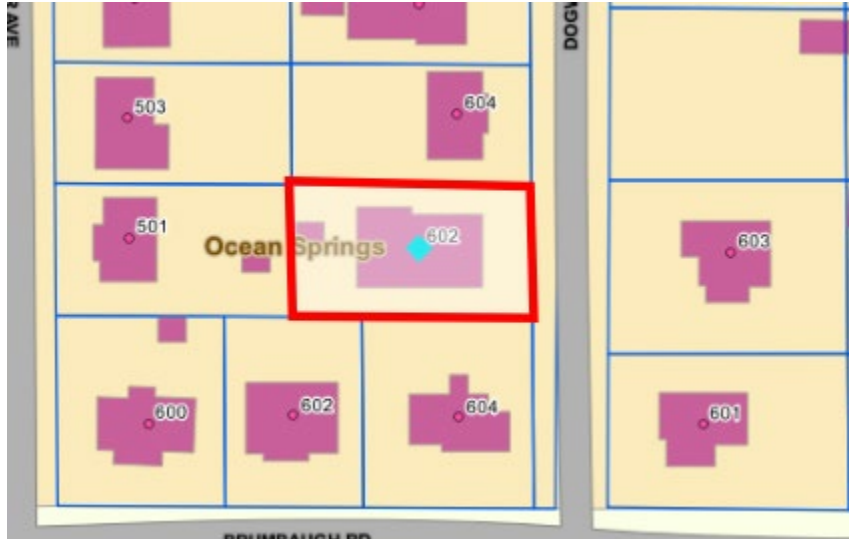


Figure 2. Photograph Showing Subject Property and Adjacent Zoning Districts

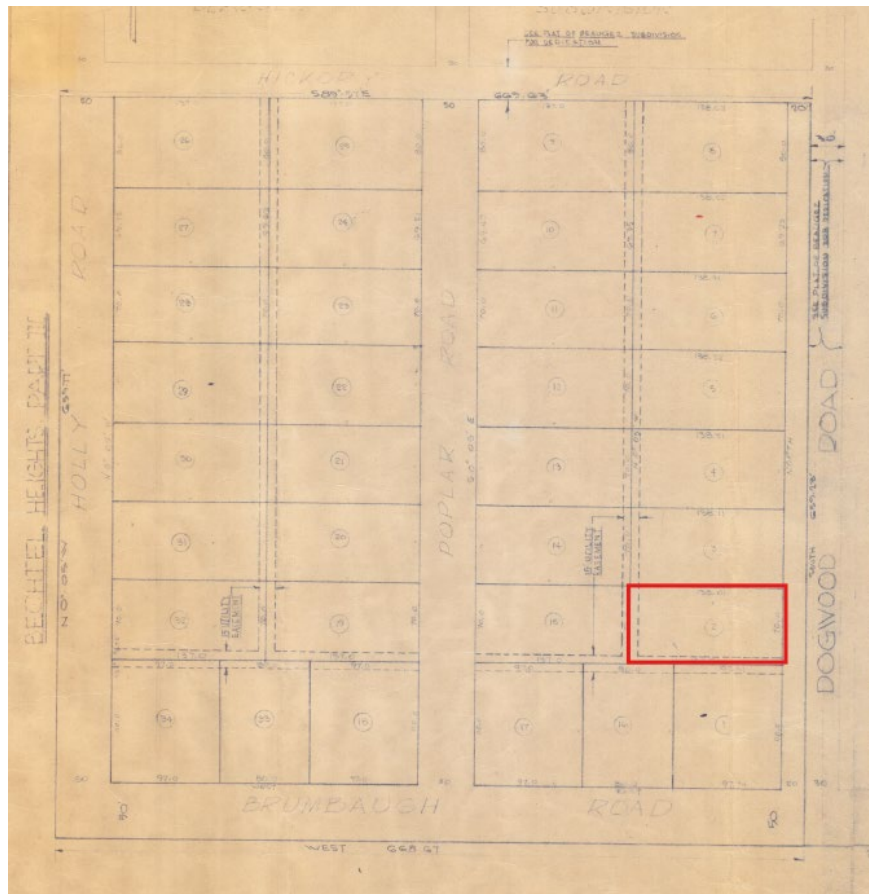


Figure 3. Recorded Plat of Bechtel Heights Subdivision, Part 2 - 1968

III. **SHORT-TERM RENTAL DISTRICT**

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

IV. **FINDINGS**

- **Local Property Manager:** The local property manager, Amanda Wymer, has the address of 608 Dogwood Drive, 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:** Applicant verified that this is not a covenant-restricted neighborhood and no covenants have been provided. The applicant has not made the Planning Department aware of any Homeowner's Association.
- **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, and zoning requirements. Taxes are current.
- **Fee:** The inspection fee of \$25 was paid and submitted with the application. The remaining \$476 is due after approval from Planning Commission and Board of Aldermen.
- **Notice via Standard Mail:** The notice of Public Hearing was mailed January 21, 2026, to 61 property owners within 500 feet of the subject property. The public notice included the name of the applicant, public hearing date, time, and location. A summary of Frequently Asked Questions regarding short-term rentals was also included.
- **Publication:** Notice of the public hearing was advertised at least 15 days prior to the date of the hearing on January 25, 2026. Additionally, the required yard sign was posted on January 26, 2026. All advertising requirements have been met.
- **Inspection:** The property was inspected on January 13, 2026, and was approved. The inspection form is attached for review.
 - **Maximum Occupancy:** Maximum occupancy of (6) six was approved by the Building Official during the inspection.
 - **Maximum Number of Vehicles:** Maximum number of (3) three vehicles were approved by the Building Official during the inspection.
- **Guest Rules:** The guest rules were posted and visible during the property inspection.
- **Code Violations:** April 3, 2025 – Complaint due to a fridge/freezer in driveway; Case closed April 14, 2025.
- **Police Dept Comment:** No police reports have been documented for this address in the past 12 months.

PUBLIC FEEDBACK:

None received to date.

PROPOSED MOTION:

To recommend **approval** of the short-term rental permit located at 602 Dogwood Road with annual renewal and compliance with the City of Ocean Springs STR Ordinance.

– OR –

To recommend **denial** of the short-term rental permit located at 602 Dogwood Road.



RECEIVED
OCT 22 2025
BY: [Signature]

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: 10/22/25 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 (available upon request), to be posted inside unit
- 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: 602 DOGWOOD RD, OCEAN SPRINGS, MS 39564
- Parcel Identification Number: 61037202.000 Number of bedrooms: 3
- Proposed maximum # guests: 8 Number of existing off-street parking spaces: 3
- Is this property located in a covenant-restricted subdivision? Yes No ~ *If yes, a copy of the covenants must be included.*

PROPERTY OWNER - Name: MATTHEW K. ~~SMITH~~ GAYLORD
 Address: 602 DOGWOOD RD, OCEAN SPRINGS, MS 39564
 Phone No. 828-719-2358 Email: mkgaylord@gmail.com
 OWNER SIGNATURE: [Signature]

LOCAL PROPERTY MANAGER - [Must RESIDE within two (2) miles of the OS City Limits]
 Name: AMANDA WYMER
 Address: 608 DOGWOOD RD, OCEAN SPRINGS, MS 39564
 Phone No. 228-369-6981 Email: amandafwymer@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: MB (initials) Copy of Ordinance 2019-19 Received: MB
Copy of Ordinance 2018-02 Received: MB (initials) Copy of Ordinance 2021-25 Received: MB
Copy of Ordinance 2023-07 Received: MB (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) MATTHEW K. GAYLORD, 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: MATTHEW K. GAYLORD

Parcel ID(s): 61037202.000

Date Property Acquired: 02/08/2024

Owner’s Signature [Signature] Date 10/22/25

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: _____

MATTHEW K. GAYLOR

DATE: _____

10/22/25



Kenny Holloway	Mayor	Kevin Wade	Alderman Ward 3;
Bobby Cox	Alderman at Large	Ken Papania	Alderman Ward 4;
Jennifer Burgess	Alderman Ward 1	Robert Blackman	Alderman Ward 5;
Rickey Authement	Alderman Ward 2	Michael Impey, II	Alderman Ward 6;

www.oceansprings-ms.gov    

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: 602 Dogwood Road iWorQ Permit#: 10084



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:** 3
 - Proposed # of Guests: 8
 - Approved # of Guests per OSFD:** 6
 - Proposed # of vehicles: 3
 - Approved # of vehicles per OSFD:** 3
- Property Owner: Matthew K. Gaylord *** Phone #: (828) 719-2358
 Contact Name: Amanda Wymer Phone #: (228) 369-6981



Date of Inspection: 13-JAN-2020

COMMENTS: _____

PASSED

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

Fire Marshall: Fire not present
[Signature]

SHORT-TERM RENTAL (VACATION) AGREEMENT

1. The Parties

This Short-Term Rental Agreement ("Agreement") made on October 22 2025 is between the following:

One (1) tenant, _____, known hereafter as "Tenant" with a mailing address of

("Tenant")

AND

Matthew K. Gaylord with a mailing address of

("Landlord").

Landlord and Tenant(s) ("Parties") agree to the following terms and conditions:

2. The Property

The Tenant(s) agrees to rent the residential dwelling described as a(n) single-family home with a mailing address of **602 Dogwood Rd Ocean Springs, MS 39564** ("Property").

The Property consists of 3 bedroom(s) and 2 bathroom(s).

3. Furnishings

The Property shall be furnished by the Landlord. Landlord shall provide the following furnishings as part of this Agreement:

Bedroom Set(s) - Including but not limited to beds, pillows, sheets, nightstands, and lighting fixtures.

Kitchenware - Including but not limited to pots, pans, utensils, cleaning supplies, and other everyday items that complete a kitchen set.

Living Room Set(s) - Including but not limited to couches, chairs, sofas, televisions, desks, and other common living room items.

4. Parking

The Landlord shall provide parking as part of this Agreement in the form of 3 parking space(s). There shall be no fee for the parking space(s).

5. Period and Guests

The total amount of individuals allowed to stay at the Property for any period will be limited to 8 people. In addition, the Tenant(s) are not allowed to have Guests on the Property.

6. Start and End Dates

The term of this Agreement shall begin October 22 2025 and end on 10/22/2026 ("Rental Period").

The Tenant(s) shall be allowed to check-in at 03:00 PM and check-out at 11:00 AM.

7. Rent

The rent due by the Tenant(s) to the Landlord shall be in the amount of \$200.00 per night during the Rental Period.

8. Security Deposit

The Tenant(s) shall not be obligated to pay a Security Deposit as part of this Agreement.

9. Pets

Tenant(s) shall be allowed to have pets with no weight limit. In addition, there shall be a set number of 2 pet(s) on the Property. Pets shall be allowed on the Property for a fee of \$75 which is non-refundable.

10. Fees, Taxes, and Deposit

The Tenant(s) shall be responsible for the following fee(s): a flat cleaning fee of \$60 per stay

11. Termination

Landlord has the right to inspect the premises with prior notice in accordance with applicable State laws. Should the Tenant(s) violate any of the terms of this agreement, the rental period shall be terminated immediately in accordance with State law. Tenant(s) waive all rights to process if they fail to vacate the premises upon termination of the rental period. Tenant(s) shall vacate the premises at the expiration time and date of this agreement.

12. Utilities

The Landlord shall be responsible for providing the following utilities: Electricity, Internet, Oil / Gas, Trash Collection, Water and Sewer,

All other utilities will be paid by the Tenant(s).

13. Maintenance and Repairs

The Tenant(s) shall maintain the premises in a good, clean, and ready to rent condition, and use the premises only in a careful and lawful manner. Tenant(s) shall leave the premises in a ready to rent condition at the expiration of the rental agreement, defined by the Landlord as being immediately habitable by the next tenants. Landlord shall pay for maintenance and repairs should the premises be left in a lesser condition.

14. Trash

Landlord requires the Tenant(s) to use the following instructions for trash removal on the Property: All trash must be bagged to fit in large green trash bin outside and placed there at the end of each stay. If

the stay falls on a Monday, the trash bin is to be taken to the street for garbage collection on Tuesday morning.

15. Subletting

Tenant(s) shall not be allowed to sublet the Property. If Landlord does allow the Tenant(s) the right to sublet, an amendment must be signed by both Landlord and Tenant(s) and shall be attached to this Agreement.

16. Quiet Enjoyment

The Tenants shall behave in a civilized manner and shall be good neighbors respecting the rights of the surrounding property owners. The Tenants shall not create noise or disturbances likely to disturb or annoy the surrounding property owners. Creating a disturbance of the above nature shall be grounds for immediate termination of this agreement and Tenants shall then immediately vacate the premises.

Any and all noise must be kept to a minimum each night beginning at 10:00 PM.

17. Smoking

Smoking is allowed on the Property. Any stains, odors, or equivalent damage related to smoking on the Property shall not be held against the Tenant(s).

18. Landlord's Liability

The Tenants and Tenants' Guests shall hereby indemnify and hold harmless the Landlord against any and all claims of personal injury or property damage or loss arising from use of the premises regardless of the nature of the accident, injury or loss. Tenant(s) expressly recognize that any insurance for property damage or loss which the Landlord may maintain on the property does not cover the personal property of Tenant(s), and that Tenant(s) should purchase their own insurance for Tenant(s) and Guest(s) if such coverage is desired.

19. Attorney's Fees

Tenants agree to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by Landlord enforcing this agreement.

20. Use of Property

Tenant(s) expressly acknowledge and agree that this Agreement is for transient occupancy of the Property, and that Tenant(s) do not intend to make the property a residence or household.

21. Shortened Stays and Conditions

There shall be no refunds of rents due to shortened stays or ruined expectations because of weather conditions.

22. Showings

If the property should go on the MARKET FOR SALE, it may be shown to qualified buyers during the stay of the Tenant(s). Every effort will be made to schedule the showing at a convenient time and not interrupt the day-to-day activities of the Tenant(s). Tenant(s) shall allow reasonable viewings of the Property during standard hours.

23. Firearms

Only legally owned and permitted firearms shall be allowed on the premises in accordance with State and local laws.

24. Fireworks

The Parties agree that Fireworks and other hazardous materials may not be used in or around the Property.

25. Illegal Use

Tenant(s) shall use the property for legal purposes only and other use, such as but not limited to, illegal drug use, abuse of any person, harboring fugitives, etc. shall cause termination of this Agreement with no refund of rents or deposits.

26. Fire Alarms

If the Property has fire alarms the Tenant(s) must notify the Landlord without delay if a fire alarm "chirps" or has a low battery condition.

27. Keys

There shall be a total number of 2 keys given to the Tenant(s) at the time of possession. If Tenant(s) should lose any of the keys, there shall be a penalty for every set of keys lost in the amount of \$20.

28. Possessions

Valuable items left behind by Tenant(s) will be held with every reasonable effort made to contact in order for a safe return. If items are not claimed for longer than six (6) months they shall become the property of the Landlord. Landlord shall not be held liable for the condition of said items left by the Tenant(s).

29. Notice

In the event written notice is required the Parties shall be recognized by the mailing addresses set forth in Section 1 of this Agreement.

30. Landlord's Contact

In the event the Landlord needs to be contacted immediately, the Tenant(s) shall use the following:

E-mail: mkgaylord@gmail.com

Phone: (828) 719-2358

31. Governing Law

This agreement is governed under the laws in the State where the Property is located.

32. Lead-Based Disclosure

It is acknowledged by the Parties that the Property may have been constructed prior to 1978 or otherwise meets the requirements for disclosing certain information about lead-based paint. Accordingly, a Lead-Based Paint Disclosure Form shall be attached to this Agreement. Both the Landlord and Tenant(s) must initial and sign the attached Lead-Based Paint Disclosure Form.

34. Severability

In the event any provision or part of this Agreement is found to be invalid or unenforceable, only that particular provision or part so found, and not the entire Agreement, will be inoperative.

35. Entire Agreement

This Agreement together with any attached addendums or disclosures shall supersede any and all other prior understandings and agreements, either oral or in writing, between the parties with respect to the subject matter hereof and shall constitute the sole and only agreements between the parties with respect to the said Property. All prior negotiations and agreements between the parties with respect to the Property hereof are merged into this Agreement. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement and that any agreement, statement or promise that is not contained in this Agreement shall not be valid or binding or of any force or effect.

Landlord's Signature: _____ **Date:** _____
Print Name: Matthew K. Gaylord

Tenant's Signature: _____ **Date:** _____
Print Name: Tenant

LEAD-BASED PAINT DISCLOSURE

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards Lead Warning Statement Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

Lessor's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards: **(check (i) or (ii) below)**

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain). _____

(ii) _____ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the lessor: **(check (i) or (ii) below)**

(i) _____ Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) _____ Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Lessee's Acknowledgment (initial)

(c) _____ Lessee has received copies of all information listed above.

(d) _____ Lessee has received the pamphlet Protect Your Family from Lead in Your Home.

Agent's Acknowledgment (if any) (initial)

(e) _____ Agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

One (1) of the Tenants is required to authorize.

Tenant's Signature _____

602 Dogwood Road

Airbnb Guest Packet

Welcome! We're delighted to host you in our home! Please review this guide for everything you need during your stay...

House Rules:

- Driveway parking only (max 3 vehicles). No street or grass parking.
- Quiet hours: 10:00 PM–8:00 AM. *No parties or loud music (please review Ocean Springs City Noise Ordinance attached).*
- Trash should be disposed of properly. Please bag it and ensure it fits in the outside bin. Bin should be taken to street Monday night (if applicable to your stay) as garbage pickup is Tuesday morning.
- Standard Check-in: 3:00 PM or later; Check-out: 11:00 AM sharp.
- No smoking or vaping indoors. Outdoor smoking only (Please use ashtray. Make sure cigarettes are extinguished completely and dispose of in outdoor trash only.). *\$250 cleaning fee for violations.*
- Pets allowed with prior approval (limit 2 dogs under 50 lbs, \$75 fee). Keep off furniture and clean up after them.
- No open flames indoors or outdoors (we do not have a firepit here, so please refrain from burning anything). Please do not move or disable smoke detectors.
- Wash dishes or start dishwasher before checkout. Place used towels in laundry basket. Take trash to outside bin.
- Please report any damage immediately. Accidents happen! Early notice helps avoid charges.

Quick Reference:

- Wi-Fi: [Network Name] | Password: [Password]. Smart TV for your logins.
- Trash Day: Tuesday morning
- Thermostat: On wall beside dining table. Keep between 68°F-76°F
- Lock all doors/windows when leaving
- Please do not flush wipes or hygiene products
- Emergency: Dial 911. Singing River Hospital: 2809 Denny Ave, Pascagoula (10 min drive). Non-emergency police: (228) 875-2211.

Ocean Springs City Noise Ordinance:

• **Sec. 15-13. - Unreasonable noise or vibration.**

(1)

Generally prohibited.

(a)

It shall be unlawful for any person to make, cause, or, on premises under his or her legal control, permit to be made any unreasonable noise or vibration audible or perceptible within the corporate limits or police jurisdiction of the city, including the waters lying within such areas.

(b)

For purposes of this section, "unreasonable noise or vibration" is defined to mean any unreasonably loud, raucous, or jarring sound or vibration which is not constitutionally protected speech in form and scope of audibility and which, under the circumstances of time, place, and manner in which it is produced and audible or perceptible, annoys, disturbs, injures, or endangers the comfort, repose, health, peace, or safety of a reasonable person of normal sensitivities within the area of the audibility or perceptibility of the noise or vibration without the consent of such person.

(2)

Unreasonable use of sound reproduction devices in public areas.

(a)

It shall be unlawful for any person or persons to play, use, operate, or permit to be played, used or operated any radio, tape recorder, cassette player, or other machine or devices for reproducing sound (i) if the machine or device is located in or on any public property, including any public street, highway, building, beach, parking lot, building, sidewalk, park, or thoroughfare or located in or on any motor vehicle or watercraft on a public street, highway, or public space, including but not limited to the water lying within the city limits and (ii) if the sound generated by such machine or device is audible at a distance of one hundred (100) feet from the machine or device producing the sound.

(b)

This section shall not be construed to regulate the initial production or amplification of sound, and the direct amplification of the human voice or music through the use of bullhorns or amplifiers is not regulated under this section. Note: This is to account for live music or demonstrations.

(3)

Penalties for violations. Any person violating any provision of subsection (1) or (2) of this section shall be guilty of an offense against the city and shall upon conviction be subject to punishment for each such offense as a misdemeanor subject to up to a five hundred dollar (\$500.00) fine or up to ninety (90) days imprisonment, or both. Where discrete conduct by a person separately and simultaneously violates both subsections (1) and (2), the conduct may be charged as a violation in the alternative under both sections, but such conduct shall be punishable only as an offense under subsection (1) or (2) and not as an offense under both sections simultaneously.

(Ord. No. 14-2007, § 1(15-13.1—15-13.3), 5-1-07)

602 Dogwood Rd Parking Plan

(Driveway will accommodate either 3 small vehicles or 2 large vehicles maximum. No on-street parking is allowed)



OFFICIAL RECORDS JACKSON COUNTY
Josh Eldridge
CHANCERY CLERK
RECORDING FEE: \$26.00
#202402335 BK: 2154 PG: 239-240
02/08/2024 11:28:51 AM 2 PGS
ACOB,DC Ropt#3025



202402335 2 PGS

Prepared by:
David B. Pilger
Attorney at Law
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantors:
John R. Carnley
Ruth A. Carnley
10879 Douglas Rd.
Grand Bay, AL 36541
(228) 238-0682

Return To:
Pilger Title Co.
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantee:
Matthew Gaylord
602 Dogwood Rd.
Ocean Springs, MS 39564
(828) 719-2358

File No. Z243183F

INDEXING INSTRUCTIONS: Lot 2, Bechtel Heights S/D, Pt. 2, Jackson County, MS

STATE OF MISSISSIPPI
COUNTY OF JACKSON

WARRANTY DEED

FOR AND IN CONSIDERATION OF the price and sum of TEN AND NO/100 DOLLARS (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of all of which is hereby acknowledged, we, **John R. Carnley and Ruth A. Carnley**, do hereby sell, convey and warrant unto **Matthew Gaylord**, all of that certain tract, piece or parcel of land situated in Jackson County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereunto belonging, and being more particularly described as follows, to-wit:

Lot Two (2), Bechtel Heights Subdivision, Part 2, a subdivision according to the map or plat thereof on file and of record in the office of the Chancery Clerk of Jackson County, Mississippi, in Plat Book 10, at Page 20.

This being the same property as that conveyed to John R. Carnley and Ruth A. Carnley, by Warranty Deed recorded in Book 427, at Page 81, Land Deed Records of Jackson County, Mississippi.

If this property is bounded by water, this conveyance includes any natural accretion, and is subject to any erosion due to the action of the elements. Such riparian and littoral rights as exist are conveyed herewith but without warranty as to their nature or extent. If any portion of the property is below the mean high tide watermark, or is coastal wetlands as defined in the Mississippi Coastal Wetlands Protection Act it is conveyed by quitclaim only.

Grantor(s) quitclaim any and all oil, gas, and other minerals owned, if any, to Grantee(s). No mineral search was requested or performed by preparer.

This conveyance is subject to any and all covenants, rights of way, easements, restrictions and reservations of record in the office of the Chancery Clerk of Jackson County, Mississippi.

It is agreed and understood that the taxes for the current year have been pro-rated as of this date on an estimated basis, and when said taxes are actually determined, if the proration as of this date is incorrect, the Parties hereto agree to make all necessary adjustments on the basis of an actual proration.

It is hereby understood and agreed that if the Grantee defaults on the Promissory Note dated January 31st, 2024, between the Grantee and Grantors, that the subject property shall revert back to the Grantors in fee simple title. This clause shall expire March 1st, 2029.

WITNESS OUR SIGNATURES, on this the 31st day of January, 2024.

John R. Carnley
John R. Carnley
Ruth A. Carnley
Ruth A. Carnley

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, **John R. Carnley and Ruth A. Carnley**, who acknowledged before me that they signed, executed and delivered the above and foregoing instrument on the day and year thereof, for the use and purposes therein mentioned.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, on this the 31st day of January, 2024.

(AFFIX SEAL)



Leah N. Vasquez
NOTARY PUBLIC

My commission expires: _____

DEED ACCEPTED BY:

MATTHEW GAYLORD
Matthew Gaylord

PUBLIC HEARING NOTICE

Residential Short-Term Rental

Planning Department



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 MS Press 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 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: 602 Dogwood Rd

Public Hearing Date/Time: February 10, 2026, at 6:00 pm

Applicant Matthew K. Gaylord

Local Contact Amanda Wymer

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, December 17, 2019, December 7, 2021, and May 16, 2023. 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 was 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 **MUST** reside or have their business physically located 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 \$500 application fee, and payment for mailing was received. All information was reviewed to ensure all administrative requirements have been met. The home

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

PLANNING COMMISSION REPORT

PUBLIC HEARING DATE: February 10, 2026

APPLICANT/OWNER: Bruce Bragg

LOCATION: 609 Russell Ave

PARCEL NUMBER: 61190022.000

REQUESTED ACTION: Residential Short-Term Rental Permit

DATE OF APPLICATION: November 5, 2025



Figure 1. Planning Commission Signage at 609 Russell Ave

I. **DESCRIPTION OF REQUEST:**

The applicant, Bruce Bragg, is requesting a permit to operate a short-term rental that allows rental usage for less than thirty (30) consecutive days.

II. **ZONING/LAND USE:**

- Subject Property: R-2 Low-Medium Density – Single-Family Dwelling
- Bowen Avenue Historic District



Figure 2. Photograph Showing Subject Property and Adjacent Zoning Districts

III. **SHORT-TERM RENTAL DISTRICT**

Density Zone: This property would be 51 out of 55 available permits in the Density Zone for short-term rentals.

IV. **FINDINGS**

- **Local Property Manager:** The local property manager, Allen Stanfield, has the address of 401 Porter Ave, 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:** On the application form, the applicant verified that this is not a covenant-restricted neighborhood and no covenants have been provided. The applicant has not made the Planning Department aware of any Homeowner’s Association.
- **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 and zoning requirements. There are no deed restrictions and taxes are current.

- **Fee:** The inspection fee of \$25 was provided with the application. The remaining \$476 is due after approval from Planning Commission and Board of Aldermen.
- **Notice via Standard Mail:** The notice of Public Hearing was mailed January 21, 2026, to 61 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 on January 25, 2026. Additionally, the required yard sign was placed in the yard on January 26, 2026. All advertising requirements have been met.
- **Inspection:** The property was inspected for all required elements on January 20, 2026, and was approved. The inspection form is attached for review.
 - **Maximum Occupancy:** Maximum occupancy of (4) four was approved by the Fire Marshall during the inspection.
 - **Maximum Number of Vehicles:** Maximum number of (2) two vehicles were approved by the Building Official during the inspection.
- **Guest Rules:** The guest rules were posted and visible during the property inspection.
- **Code Violations:** No code violations were documented for this address in the past 12 months.
- **Police Dept Comment:** No police reports have been documented for this address in the past 12 months.

PUBLIC FEEDBACK:

None received as of February 6, 2026.

PROPOSED MOTION:

To recommend **approval** of the short-term rental permit located at 609 Russell Ave with annual renewal and compliance with the City of Ocean Springs STR Ordinance.

– OR –

To recommend **denial** of the short-term rental permit located at 609 Russell Ave.



RECEIVED
NOV 05 2025
BY: [Signature]

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: _____ 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
- Warranty Deed
- Copy of Proposed Rental Agreement
- Proposed Parking Plan – Sketch
- Copy of rules, including trash management and reference of the city’s noise ordinance (available upon request), to be posted inside unit
- 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:** 609 Russell Avenue Ocean Springs, MS 39564
- Parcel Identification Number: 6-11-90-022.000 Number of bedrooms: 2
- Proposed maximum # guests: 4 Number of existing off-street parking spaces: 2
- Is this property located in a covenant-restricted subdivision? Yes No ~ **If yes, a copy of the covenants must be included.**

PROPERTY OWNER – Name: Bragg Bruce C

Address: 272 Holcomb Blvd Ocean Springs MS 39564

Phone No. 2280002474 Email: bcbragg93@gmail.com

OWNER SIGNATURE: [Signature: Bruce C Bragg]
dotloop verified 11/01/25 9:04 AM CDT RKSJ-ZOFL-NB2H-HNKJ

LOCAL PROPERTY MANAGER – [Must RESIDE within two (2) miles of the OS City Limits]

Name: Allen Stanfield

Address: 401 Porter Ave Ocean Springs MS 39564

Phone No. 2283835661 Email: allen@raindev.com

Is the Property Manager OR the Owner the best contact for scheduling Inspections? PM

Owner – initial by each ordinance to indicate receipt:

Copy of Ordinance 2015-11 Received: BB(initials) Copy of Ordinance 2019-19 Received:
Copy of Ordinance 2018-02 Received: BB(initials) Copy of Ordinance 2021-25 Received:
Copy of Ordinance 2023-07 Received: BB(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) Bruce C Bragg, 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: Bruce C Bragg

Parcel ID(s): 6-11-90-022.000

Date Property Acquired: _____

Owner’s Signatu Bruce C Bragg

dotloop verified
11/01/25 9:04 AM CDT
ULCZ-LX2T-70CA-ELBB

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: _____



RECEIVED
NOV 05 2025
BY: SN

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:

Bruce C Bragg
dotloop verified
11/01/25 9:04 AM CDT
KGGV-EBMW-80FE-L036

DATE: _____

ADDRESS: 609 RUSSELL AVE iWorQ Permit#: 10234



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:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Type 2A 10BC Fire Extinguishers
(Maximum travel distance 75 ft.) | <input checked="" type="checkbox"/> Adequate garbage receptacles |
| <input checked="" type="checkbox"/> Emergency Lighting hardwired battery backup | <input checked="" type="checkbox"/> Smoke detectors in all bedrooms and hallways. |
| <input checked="" type="checkbox"/> Address on Building | <input checked="" type="checkbox"/> Carbon monoxide detectors if there is gas service. |
| <input checked="" type="checkbox"/> Breaker Box needs to be labeled | <input checked="" type="checkbox"/> Identified # of Bedrooms: <u>2</u> |
| <input checked="" type="checkbox"/> Outlet and switch plate covers need to be installed. (GFCI Circuits within 6 ft. of water source) | <input checked="" type="checkbox"/> Proposed # of Guests: <u>4</u> |
| <input checked="" type="checkbox"/> No exposed wiring | Approved # of Guests per OSFD: <u>4</u> |
| <input checked="" type="checkbox"/> Adequate emergency egress | <input checked="" type="checkbox"/> Proposed # of vehicles: <u>2</u> |
| <input checked="" type="checkbox"/> Operable windows in sleeping areas | Approved # of vehicles per OSFD: <u>2</u> |
| <input checked="" type="checkbox"/> Guest rules (noise, garbage, etc.) must be visibly posted. | |
| Property Owner: <u>BRUCE BRAGG</u> | Phone #: <u>228-990-2474</u> |
| Contact Name: <u>****ALLEN STANFIELD</u> | Phone #: <u>228-383-5661</u> |

Date of Inspection: 20-JAN-2026

COMMENTS: _____
need 60 in hallway

PASSED

Building Official: [Signature]

Fire Marshall: [Signature]

Property Owner: [Signature]

RECEIVED
NOV 05 2025
BY: *SN*

SHORT-TERM RENTAL AGREEMENT & PERMIT COMPLIANCE ACKNOWLEDGMENT

City of Ocean Springs, Mississippi

By confirming this booking, the Guest agrees to the following terms:

1. Occupancy Limits

Guest agrees not to exceed the maximum occupancy listed for the property. Violation may result in immediate termination of the reservation without refund.

2. Noise & Nuisance

Guest agrees to comply with the **City of Ocean Springs Noise Ordinance**. Excessive noise, especially between the hours of 10:00 PM and 7:00 AM, is prohibited and may result in fines or immediate eviction.

3. Parking

Only the number of vehicles specified in the listing may be parked on-site. No street or illegal parking is allowed.

4. Trash Disposal

Guest agrees to follow provided instructions for trash and recycling. Failure to do so may result in additional charges.

5. Permitting Compliance

This property is operated in compliance with the City of Ocean Springs short-term rental permit regulations. Guest agrees to follow all applicable city and state rules, including curfews, fire safety codes, and occupancy laws.

6. Acknowledgment of Terms

By confirming this booking, Guest acknowledges and accepts all terms of this agreement. Violation of these terms may result in eviction without refund and/or fines as permitted by local ordinance.

Guest Signature: _____ **Date:** _____

Printed Name: _____

Booking Platform Confirmation: This agreement is deemed accepted upon digital confirmation of any booking through Airbnb, Vrbo, direct booking, or affiliated platforms.

RECEIVED
NOV 05 2025

BY: *SN*

City Code Compliance

Both the property owners and guests agree to fully abide by all applicable **City of Ocean Springs short-term rental codes and ordinances**, including regulations related to noise, occupancy, parking, trash disposal, and safety. The property is maintained in active compliance with all permitting requirements, and guests are expected to uphold these standards during their stay. Any violation by either party may result in enforcement actions by the City, including fines, revocation of permits, or removal from the property.

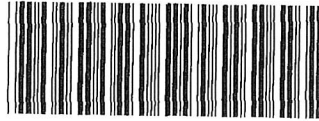
Parking Plan 609 Russell



RECEIVED
NOV 05 2025
BY: *SW*.....

RECEIVED
NOV 05 2025
BY: *[Signature]*

OFFICIAL RECORDS JACKSON COUNTY
Josh Eldridge
CHANCERY CLERK
RECORDING FEE: \$26.00
#202508400 BK:2209 PG:842-844
05/12/2025 02:07:12 PM 3 PGS
LHICKMAN,DC Rcpt#10433



202508400 3 PGS

Prepared By:
David B. Pilger
Attorney at Law
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantor:
Laurie Balias Guice
509 Russell Avenue
Ocean Springs, MS 39564
(228) 860-3484

Return To:
Pilger Title Co.
1406 Bienville Blvd.
Ocean Springs, MS 39564
(228) 215-0011

Grantee:
Bruce Chasen Bragg
609 Russell Avenue
Ocean Springs, MS 39564
(228) 990-2474

File No. O-25-1384

INDEXING INSTRUCTIONS: Pt of Lots 1, 2 & 9 and All of Lot 10, Blk 2, Kotzum Add,
Jackson County, MS

STATE OF MISSISSIPPI
COUNTY OF JACKSON

WARRANTY DEED

FOR AND IN CONSIDERATION OF the price and sum of TEN AND NO/100 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, **Laurie Balias Guice**, an unmarried person, do hereby sell, convey and warrant unto **Bruce Chasen Bragg**, all of that certain tract, piece or parcel of land situated in Jackson County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereunto belonging, and being more particularly described as follows, to-wit:

Legal Description attached hereto as Exhibit "A"

This being the same property as that conveyed to Laurie Balias Guice, by instrument recorded in Deed Book 2036, at Page 556, Land Deed Records of Jackson County, Mississippi.

If this property is bounded by water, this conveyance includes any natural accretion, and is subject to any erosion due to the action of the elements. Such riparian and littoral rights as exist are conveyed herewith but without warranty as to their nature or extent. If any portion of the property is below the mean high tide watermark, or is coastal wetlands as defined in the Mississippi Coastal Wetlands Protection Act it is conveyed by quitclaim only.

Grantor(s) quitclaim any and all oil, gas, and other minerals owned, if any, to Grantee(s). No mineral search was requested or performed by preparer.

This conveyance is subject to any and all covenants, rights of way, easements, restrictions and reservations of record in the office of the Chancery Clerk of Jackson County, Mississippi.

It is agreed and understood that the taxes for the current year have been pro-rated as of this date on an estimated basis, and when said taxes are actually determined, if the proration as of this date is incorrect, the Parties hereto agree to make all necessary adjustments on the basis of an actual proration.

WITNESS MY SIGNATURE, on this the 7th day of May, 2025.

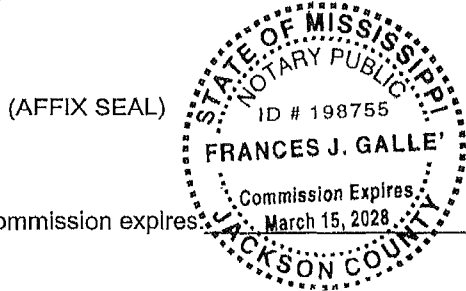
Laurie Badius Guice
Laurie Badius Guice

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF JACKSON

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, the within named **Laurie Badius Guice** who acknowledged before me that they signed, executed and delivered the above and foregoing instrument on the day and year thereof, for the use and purposes therein mentioned.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, on this the 7th day of May, 2025.



Frances J. Galle
NOTARY PUBLIC

DEED ACCEPTED BY:

Bruce Bragg
Bruce Bragg

EXHIBIT "A"

LEGAL DESCRIPTION

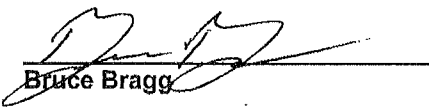
Part of Lots 1, 2 and 9 and All of Lot 10, Block 2, Kotzum Addition, a subdivision according to the map or plat thereof on file and of record in the office of the Chancery Clerk of Jackson County, Mississippi, in Plat Book 1, at Page 3, and being more particularly described as follows, to-wit:

Beginning at a point on the West margin of Russell Avenue, formerly known as Vancleave Avenue, which point is 95 feet North of the North margin of Porter Avenue, from said Point of Beginning running thence North along the West margin of Russell Avenue a distance of 135 feet more or less to the Northeast corner of the property purchased by Miles from Bradford by deed recorded in Book 115, Page 148 of the Deed Records of Jackson County, Mississippi, running thence West a distance of 100 feet, running thence South parallel to the West Line of Russell Avenue a distance of 135 feet more or less to a point 95 feet North of the North margin of Porter Avenue, running thence Easterly a distance of 100 feet to the Point of Beginning.

LESS AND EXCEPT:

A parcel of land located in Claim Section 37, Township 7 South, Range 8 West, City of Ocean Springs, Jackson County, Mississippi, more particularly described as:

Beginning at a point on the West margin of Russell Avenue, formerly known as Vancleave Avenue, which point is 95 feet North of the North margin of Porter Avenue, from said Point of Beginning running thence North along the West margin of Russell Avenue a distance of 67.5 feet, thence run Westerly a distance of 100.0 feet to an old fence, thence run Easterly a distance of 100.0 feet to the Point of Beginning.


Bruce Bragg

5/7/25
Date

Property Link

JACKSON COUNTY, MS

Current Date **11/ 7/2025**

Tax Year 2023
Records Last Updated **11/ 6/2025**

PROPERTY DETAIL		
OWNER	GUICE LAURIE BALIUS	ACRES : .15
	509 RUSSELL AVE	LAND VALUE : 70873
		IMPROVEMENTS : 82266
	OCEAN SPRINGS MS 39564	TOTAL VALUE: 153139
		ASSESSED : 22971

PARCEL 61190022.000

ADDRESS 609 RUSSELL

TAX INFORMATION			
YEAR 2023	TAX DUE	PAID	BALANCE
COUNTY	1156.82	1156.82	0.00
CITY	664.32	664.32	0.00
SCHOOL	1524.13	1524.13	0.00
TOTAL	3345.27	3345.27	0.00

A Print Fee May Apply, Contact County For Total.

LAST PAYMENT DATE 1 / 12 / 2024

MISCELLANEOUS INFORMATION		
EXEMPT CODE		LEGAL COM N/M PORTER & W/M RUSSELL A
HOMESTEAD CODE	None	VE
TAX DISTRICT	4660	N 162.5' TO POB CON'T N 67.5'
PPIN	061261	W
SECTION	30	100' S 67.5' E 100' TO POB PT
TOWNSHIP	7	L
RANGE	8	OTS 1;2;9&10 BLK 2 KOTZUM S/D
		DB

Book **Page**

[PURCHASE COUNTY TAX SALE FILES](#)

TAX SALES HISTORY, FOR UNPAID TAXES

Year Sold To Redeemed Date/By

NO TAX SALES FOUND

[Back](#)

PUBLIC HEARING NOTICE

Residential Short-Term Rental

Planning Department



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 MS Press 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 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: 609 Russell Ave

Public Hearing Date/Time: February 10, 2026, at 6:00 pm

Applicant Bruce Bragg

Local Contact Allen Stanfield

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, December 17, 2019, December 7, 2021, and May 16, 2023. 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 was 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 **MUST** reside or have their business physically located 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 \$500 application fee, and payment for mailing was received. All information was reviewed to ensure all administrative requirements have been met. The home

