



Historic Preservation Commission  
Historic Preservation Commission Meeting

Thursday, January 11, 2024 @ 6:00 PM

**1. Call Meeting to Order**

**2. Old Business**

- a. None

**3. New Business**

- a. 502 Martin Avenue / PID# 60137606.000 - City of Ocean Springs - Certificate of Appropriateness (COA) for privacy fence.

**4. Approval of Minutes**

- a. December 14, 2023

**5. Audience Request**

- a. Presentation by Historic Ocean Springs Association

**6. Administrative**

**7. Adjourn**

CITY OF OCEAN SPRINGS  
COMMUNITY DEVELOPMENT AND PLANNING  
POST OFFICE BOX 1800 / OCEAN SPRINGS, MS 39566-1800  
228-875-4415

**HISTORIC PRESERVATION COMMISSION REPORT**  
***Certificate of Appropriateness Report***

**APPLICANT(S):** Sarah Godsey

**CURRENT OWNER?** Yes ☐ No ☒  
If NO, name of owner: John Godsey

**LOCATION:** 502 Martin Avenue / Old Ocean Springs Historic District  
PID#: 60137606.000

**REQUESTED ACTION:** Approval of a Certificate of Appropriateness (COA) for the construction of a new privacy fence

**DATE OF APPLICATION:** November 27, 2023

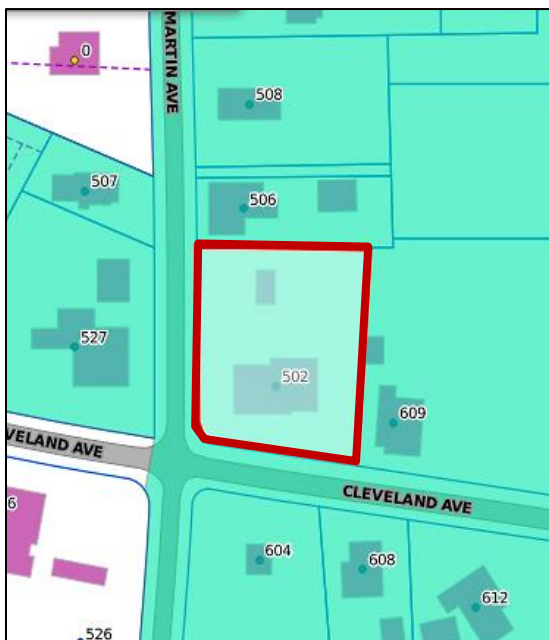
**ADJACENT ZONING/LAND USE:**

**Subject Property:** R-1, Single Family Residential Use district/a single family dwelling.

**North, East and South:** R-1 Residential district; single family dwellings.

**West:** across Martin Ave., R-1 Residential district; single family dwellings.

**VICINITY:**



**GENERAL DESCRIPTION OF THE REQUEST:**

The COA requests approval of an existing wood shadowbox fence along the north property line.

**FINDINGS:**

1. The fence complies with the Unified Development Code's requirements for height and location.
2. The Historic District Guidelines state that backyard privacy fences are acceptable. On corner lots the impact of privacy fences on the secondary street and adjoining properties should be considered.

**POTENTIAL MOTION:** To recommend approval of a COA for construction of a privacy fence along the north property line at 502 Martin Ave. as described in the application and building permit.



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

— CERTIFICATE OF APPROPRIATENESS APPLICATION —

Application Date: 11/27/2023

[Applications are due by the 7th of each month for consideration the FOLLOWING month.]

APPLICATION FEE: \$51.00 – Cash, Check (Payable to CITY OF OCEAN SPRINGS), C/C – 3% fee  
\$1.00 fee is per Ordinance 2022-17 following requirements of Section 25-60-5 MS Code Annotated

\*\*\*\*\* **APPLICANT MUST ATTEND HEARING** \*\*\*\*\*

Property Address: 502 Martin Ave. Ocean Springs, MS 39564

Property Owner(s): John Godsey

Parcel ID Number: 60137606.000

Approximate Age of Home: 120 yrs

**ACCESS:** Upon application submittal, City Officials and HPC Members are authorized to enter property to view proposal unless checked below.

☐ Check here if City Officials and HPC members **DO NOT** have permission to enter property.

**Applicant [Check one]:** ☐ Architect ☐ Contractor ☒ Owner ☐ Other

Name: John Godsey & Sarah H. Godsey

Address: 502 Martin Ave

City: Ocean Springs State: MS Zip: 39564

Phone: 503-309-0734 Email: sgodsey@mac.com

**Property Owner [if Different]:**

Name: John Godsey

Address: 502 Martin Ave

City: Ocean Springs State: MS Zip: 39564

Phone: 503-309-0734 Email: sgodsey@mac.com

**DIRECTIONS:** Check box which best represents your request (more than one box may be checked), and **ATTACH** the corresponding checklist to help ensure a complete application.

☐ New Construction, Additions, Extensive  
Renovation / Repair

☐ Minor Renovation / Repair

☐ Exterior Painting (Contributing Structures Only)

☒ Landscaping and Site  
Improvements (i.e. Fencing)

☐ Signage

☐ Demolition

PLEASE CHECK DISTRICT/LISTING

- |                                         |                                                       |                                             |
|-----------------------------------------|-------------------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> BOWEN          | <input type="checkbox"/> MARBLE SPRINGS               | <input type="checkbox"/> SHEARWATER         |
| <input type="checkbox"/> INDIAN SPRINGS | <input checked="" type="checkbox"/> OLD OCEAN SPRINGS | <input type="checkbox"/> SULLIVAN-CHARNELY  |
| <input type="checkbox"/> LOVER'S LANE   | <input type="checkbox"/> RAILROAD                     | <input type="checkbox"/> INDIVIDUAL LISTING |

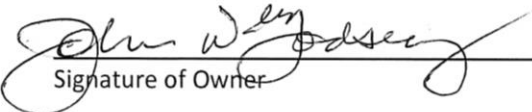
**Requirements:**

- All work in the Historic District OR on Individually Listed Structures must comply with the *City of Ocean Springs Historic District Design Guidelines*. The Guidelines are available at City Hall and for review at the Ocean Springs Library. This form must be completed in its entirety, with any attachments, before Historic Preservation Commission (HPC) consideration will be scheduled. Incomplete applications can result in project delays.
- Architectural plans and rendering are encouraged; if not available, roughly scaled and dimensional drawings will suffice. Documentation must be provided in a format that can be easily copied for the design process. Architectural drawing, construction details, landscape plans, etc., should be printed on paper no larger than 11" X 17". HPC is concerned with exterior features. Interior floor plans and features are not necessary.
- **SIGN:** A sign will be placed in the front yard of the property prior to the HPC meeting to notify surrounding property owners of pending application. If the sign is not returned a \$ 25.00 fee will be assessed with the building permit.

**Notes:**

- Certificate of Appropriateness (COA) remains in force for two (2) years and may be extended for one (1) additional year. However, if a period of one (1) year passes and no initial construction has occurred, the COA is voided, and a new application must be submitted and approved before work may begin.
- Certificate of Appropriateness does not relieve the Property Owner from the responsibility of obtaining any other required permits. Building and other permits may be required, even if a COA is not required. For more information contact the Building Department at (228) 875-6712.
- The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Commission. The undersigned hereby certifies that the project described in the application, as detailed by plans and specification attached, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that a Building Permit will be required in addition to the Certificate of Appropriateness. Oath not required, but answer subject to rules of perjury.

JOHN W. GODSEY  
Printed Name of Owner

  
Signature of Owner

\_\_\_\_\_  
Printed Name of Authorized Agent

\_\_\_\_\_  
Signature of Authorized Agent

11/27/2023  
Date

\*\*\*\*\* APPLICANT MUST ATTEND HEARING \*\*\*\*\*



— CERTIFICATE OF APPROPRIATENESS APPLICATION —  
**DESCRIPTION OF REQUEST ATTACHMENT FOR:**

**LANDSCAPING AND SITE IMPROVEMENTS SUCH AS FENCING**

**NOTE:** Architectural plans and rendering are encouraged; if not available, roughly scaled and dimensional drawings will suffice. Documentation must be provided in a format that can be easily copied for the design process. Architectural drawing, construction details, landscape plans, etc., should be printed on paper no larger than 11" X 17". HPC is concerned with exterior features. Interior floor plans and features are not necessary.

**Required Attachments:**

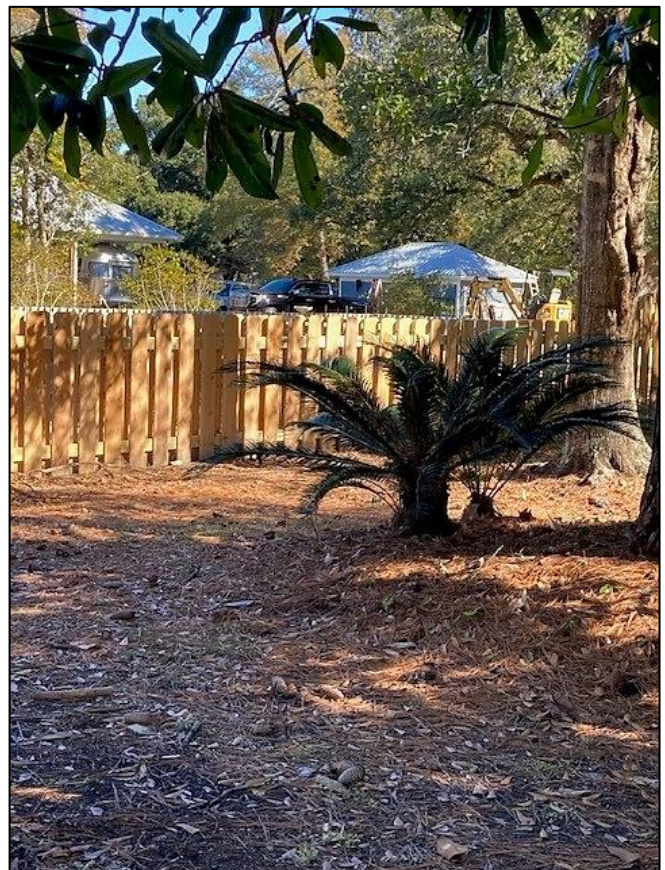
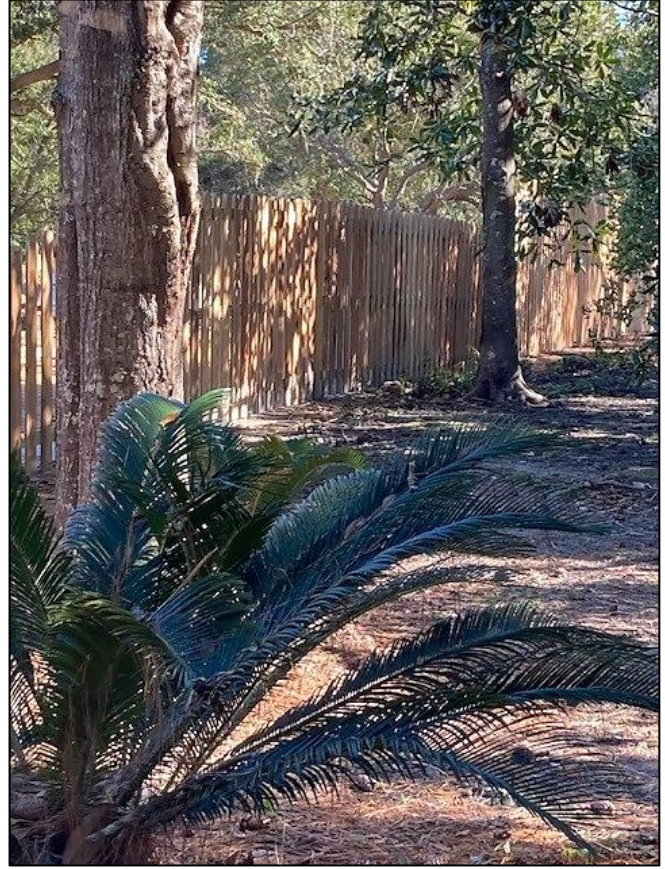
- a. \_\_\_\_\_ Drawing or photograph of the type of fence, wall, or gate proposed;
- b. \_\_\_\_\_ Site plan with dimensions, showing placement of any proposed change to the property as it relates to the property boundaries and all other buildings or site facilities – including protected trees; and
- c. \_\_\_\_\_ A description of the materials to be used.

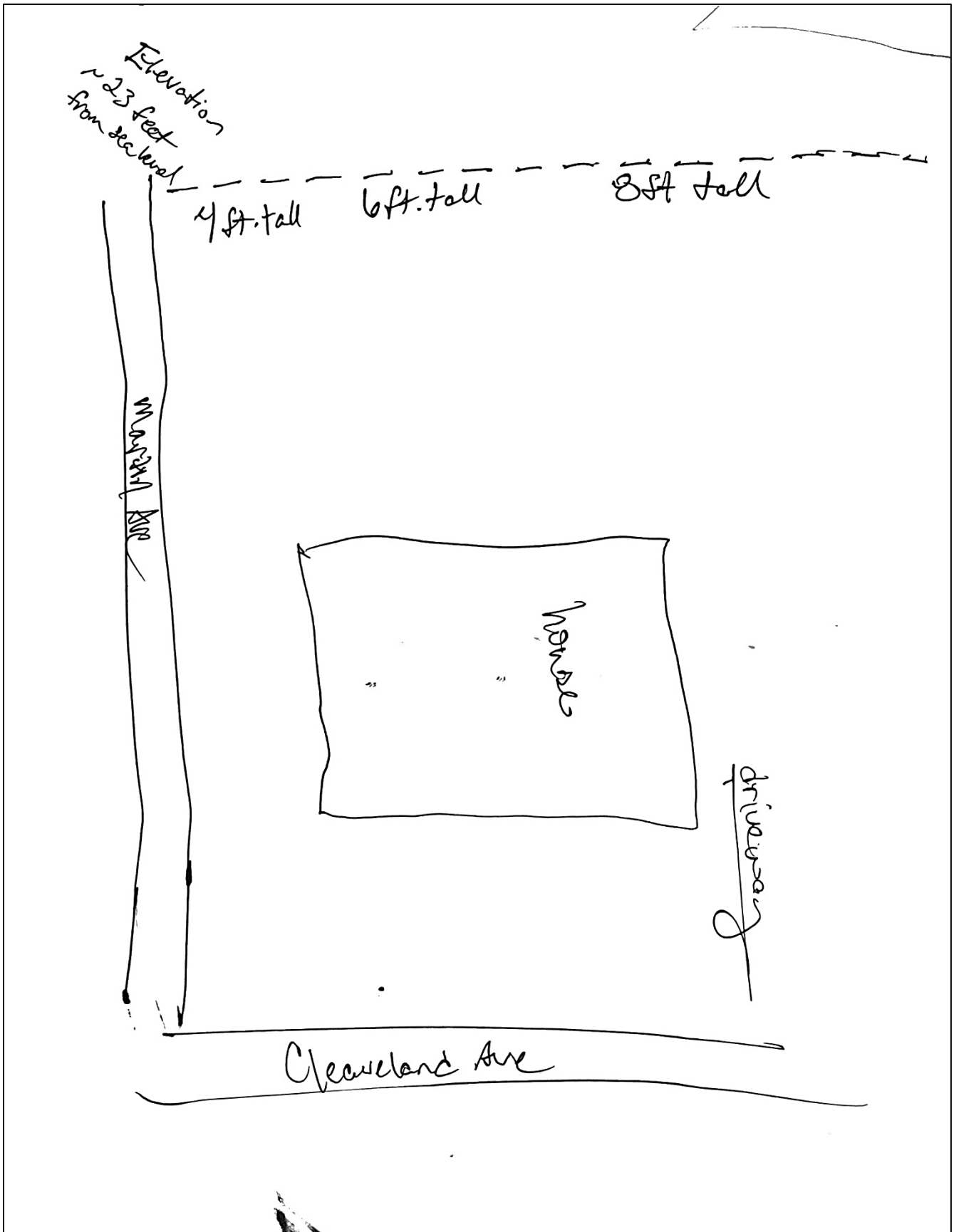
Description: Please see sketch attached to permit  
(approved; validated 11/20/2023)

The fence will boarder the north side of the  
property, running west to east at 4ft to 6ft to 8ft.  
It will be a shadowbox fence made of cedar planks.

— Attach Additional Sheets if Needed —

**FENCE AT 512 MARTIN**





# The Minutes of the City of Ocean Springs Historic Preservation Commission Thursday December 14, 2023

## 1. Call Meeting to Order

A meeting of the City of Ocean Springs Historic Preservation Commission was called to order by Charlene Roemer at 6:00 p.m. on Thursday, December 14, 2023. Members present were Michael Burns, Michael Doster, Bonnie Munro, Owen White, Karen Chewning and Charles Fowler. Also present were Wade Morgan, City Planner, and Camille Anderson, Planning/Grants Coordinator.

## 2. Old Business

- a. **PUBLIC HEARING:** 1418 Government Street/ PIO# 60137052.000 - City of Ocean Springs - Ordinance designating St. James United Methodist Church as a historic landmark site.

A motion was made by C. Fowler and seconded by M. Doster to go into public hearing. The motion was carried unanimously. W. Morgan presented the application. A motion was made by B. Munro and seconded by K. Chewning to recommend approval to move forward with designating St. James United Methodist Church at 1418 Government Street as a historic landmark site. The motion was carried unanimously.

- b. Elect Chairman and Vice-Chairman

Michael Burns was elected Chairman of the Historic Preservation Commission. Bonnie Munro was elected Vice Chairman.

## 3. New Business

- a. 207 Washington Avenue/ PID# 61360007.000 - City of Ocean Springs - Certificate of Appropriateness (COA) for an open-air pavilion with outdoor kitchen to the West, behind the existing residence.

W. Morgan presented the application. The applicant, Henry Furr, described the owner's goals and the plans. The Commission members asked questions of the applicant and W. Morgan. A motion was made by O. White and seconded by B. Munro to recommend approval of the Certificate of Appropriateness for construction of a pavilion with outdoor kitchen at 207 Washington Avenue. The motion was carried unanimously.

- b. **DEFERRED:** 1211 Bowen/ PID# 60137096.000 - City of Ocean Springs - Certificate of Appropriateness (COA) for carport and privacy fence

#### **4. Approval of Minutes**

a. November 16, 2023

A motion was made by M. Burns and seconded by C. Fowler to accept the minutes as submitted. The motion was carried unanimously.

#### **5. Audience Request**

None

#### **6. Administrative**

W. Morgan announced his retirement on April 15.

#### **7. Adjourn**

A motion was made by K. Chewning and seconded by B. Munro to adjourn the meeting. The motion was carried unanimously.

DRAFT



### OCEAN SPRINGS, MISSISSIPPI AGENDA REQUEST

Form may be mailed to Planning Department, P.O. Box 1800, Ocean Springs MS 39566  
For information call 228-875-4415 or email [planningadmin@oceansprings-ms.gov](mailto:planningadmin@oceansprings-ms.gov)

REQUESTOR'S NAME Melanie Allen  
E-MAIL ADDRESS HistoricOceanSpringsAssn@gmail.com  
ADDRESS PO Box 552 ; 39566 TELEPHONE NO. (HOME) (personal cell = 251-648-5195)  
REPRESENTING HOSA: Historic Ocean Springs Association

Please indicate below on which agenda you wish to place an item and/or address the Board/Commission.

☒ Historical Preservation Commission (HPC)

Submit request to the Planning Director by 5:00 p.m. on the Wednesday prior to the date of the next regular commission meeting. The Commission meets on the second (2<sup>nd</sup>) Thursday of each month.

☐ Planning Commission Meeting (PC)

Submit request to the Planning Director by 5:00 p.m. on the Wednesday prior to the date of the next regular commission meeting. The Commission meets on the second (2<sup>nd</sup>) Tuesday of each month.

☐ Zoning & Adjustments Board (ZAB)

Submit request to the Planning Director by 5:00 p.m. on the Wednesday prior to the date of the next regular commission meeting. The Commission meets on the second (2<sup>nd</sup>) Tuesday of each month.

SUBJECT MATTER: (If more space is required, reverse side may be used)

Brief presentation on HOSA with info on plans  
for 2024, and an offer to assist the OSHPC  
whenever appropriate on public education efforts.  
Thank you. No more than 10 minutes for our comments.

Is there material you wish to be attached to the agenda?

YES ☐ NO ☒

Do you wish to make an oral presentation personally?

YES ☒ NO ☐

Does material/request warrant review by City Attorney prior to Board meeting? YES ☐ NO ☒

Requestor's Signature: M. Allen

Date: 1-8-24

Received by: \_\_\_\_\_

To Be Placed on Agenda: YES ☐ NO ☐

Signature

Title

Date

Time

Agenda Date: \_\_\_\_\_

Item No.: \_\_\_\_\_