

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

**AGENDA  
AUGUST 14, 2025  
REGULAR MEETING OF THE PLANNING and DEVELOPMENT COMMISSION  
CITY OF LONG BEACH, MISSISSIPPI  
5:30 O'CLOCK P.M.  
LONG BEACH CITY HALL  
MEETING ROOM  
201 JEFF DAVIS AVENUE**

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL AND ESTABLISH QUORUM**
- IV. PUBLIC HEARINGS**
- V. ANNOUNCEMENTS**
- VI. APPROVE MINUTES**
  - 1. July 24, 2025
- VII. UNFINISHED BUSINESS**
- VIII. NEW BUSINESS**
  - 1. Tree Removal- 122 East Azalea Drive, Tax Parcel 0711M-04-035.000, Submitted by Eugenijus Karzenas.
  - 2. Tree Removal- 107 Galloway Street, Tax Parcel 0612E-01-031.000, Submitted by Christopher King.
  - 3. Tree Removal- 100 Suffolk Drive, Tax Parcel 0511H-02-054.000, Submitted by Jarod Coates.
  - 4. Short-Term Rental- 115 Vance Place, Tax Parcel 0512G-01-045.000, Submitted by Virginia L. Hutchinson (owner) and Gulf Coast Property Management, LLC (property manager).
  - 5. Certificate of Resubdivision- 20137 Lovers Lane, Tax Parcels 0511J-02-210.000 and 0511J-02-011.000, Submitted by Reginald and Lynda Bass, Joint Revocable Trust.
- IX. DEVELOPMENT & RESEARCH**
- X. ADJOURN**

**\*\*\*NOTES\*\*\***

**\*\*All decisions made at this meeting are subject to a ten (10) day appeal for a Public Hearing and/or the Mayor and Board of Aldermen approval on August 19, 2025.**

**\*\*The agenda for the Planning and Development Commission meeting closes at 12:00 O'clock (noon), and/or in accordance with applicable ordinances, the Thursday prior to the meeting day.**

Commissioner Ryan McMahon led the meeting in prayer.

\*\*\*\*\*

**MINUTES OF AUGUST 14, 2025**  
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**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

Commissioner Phillip LeBlanc read the Opening Statement for the Planning and Development Commission.

\*\*\*\*\*

Be it remembered that a Regular Meeting before the Long Beach Planning and Development Commission, Long Beach, Mississippi, was begun at 5:30 o'clock p.m., Thursday, the 14<sup>th</sup> day of August 2025, in the Long Beach City Hall Meeting Room, 201 Jeff Davis Avenue, in said City, and the same being the time, date and place fixed for holding said Regular Meeting.

There were present and in attendance on said Commission and at the meeting the following named persons: Vice Chairman David DiLorenzo, Commissioners Nicholas Brown, William Suthoff, Ryan McMahon, Don Sterling, Sean Hughes, Ray Baas, Jr., Building Official Mike Gundlach, Deputy City Clerk Kini Gonsoulin.

Absent the Regular Meeting were Chairman Shawn Barlow, Building Inspector Ryan Ladner, City Advisor Bill Hessel and Minutes Clerk Tina M. Dahl.

There being a quorum present and sufficient to transact the business of this regular meeting, the following proceedings were had and done.

\*\*\*\*\*

Commissioner Suthoff made motion, seconded by Commissioner Sterling and unanimously carried to approve the Regular Meeting minutes of July 24, 2025, as submitted.

\*\*\*\*\*

It came for discussion under New Business a Tree Removal for the property located at 122 East Azalea Drive, Tax Parcel 0711M-04-035.000, submitted by Eugenijus Karzenas, as follows:

**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**



CITY OF LONG BEACH, MISSISSIPPI  
 201 Jeff Davis Avenue  
 P.O. Box 929  
 Long Beach, MS 39560  
 (228) 863-1554  
 (228) 863-1558 fax

**APPLICATION FOR TREE PERMIT**

OFFICE USE ONLY	
Date Received	8/1/25
Zoning	R-1
Agenda Date	8/14/25
Check Number	Cash

(Initial on the line that you've read each)

DK Routine trimming does not require a permit. The reason for pruning may include, but are not limited to, reducing risk, maintaining or improving tree health and structure, improving aesthetics, or satisfying a specific need. The City of Long Beach does recommend you obtain a licensed Arborist for your and the tree protection.

PK Any single-family Residential, Multi-Family Residential, Commercial or Industrial Zoned areas need a permit to remove a Live Oak or Magnolia tree with its root system, growing upon the earth usually with one trunk or at least eighteen (18) inches in circumference or larger, measured four and one-half (4 1/2) feet above the surface of the ground, or a multi-stemmed trunk system with a definitely formed crowned.

DK Any person desiring a permit for removal of any Live Oak or Magnolia tree, shall submit this application and a filing fee of \$25.00 per parcel of land to which such application pertains.

TODAY'S DATE: 7-28-25

**PROPERTY INFORMATION**

TAX PARCEL # 0711M-04035.00

Address of Property Involved: 122 E. AZALEA DR.

Property owner name: EUGENIUS KAZENAS  
 Are you the legal owner of the above property? Yes ☒ No ☐ If No, written consent from the owner is needed. Please provide a statement that no person, not listed on this application, has any interest in the title in or to the property.

Property owner address: 122 E. AZALEA DR.

Phone No. (214) 482-7963

**CONTRACTOR OR APPLICANT INFORMATION**

Company Name: \_\_\_\_\_

Phone No. 214-482-7963 Fax: \_\_\_\_\_

Name EUGENIUS KAZENAS

Address 122 E. AZALEA DR.

**PERMIT INFORMATION**

Permit for: Removal ☒ Trimming \_\_\_\_\_ Pruning \_\_\_\_\_

What is the reason the tree needs to be removed? Be specific ex. Construction, street or roadway, recreational area, patio, parking lot, diseased tree not worthy of preservation, etc.: \_\_\_\_\_  
 (use separate sheet if needed)

SEE ATTACHED

Number of Trees:

1 Live Oak \_\_\_\_\_ Southern Magnolia

I hereby certify that I have read this application and that all information contained herein is true and correct; that I agree to comply with all applicable codes, ordinances and state laws regulation construction; that I am the owner or authorized to act as the owner's agent for the herein described work.

Signature [Signature] Date 8-2-25

**ADDITIONAL INFORMATION REQUIRED FROM APPLICANT**

(Initial on the line that you've read each)

DK TREE SITE PLAN: Please provide a map or diagram of the parcel of land, specifically designating the area or areas of proposed tree removal and the proposed use of such area. Please include the following: 1) location of all protected and large shade trees on the property, their size and species 2) Designate which are disease/or damaged, 3) designate which are endangering any roadway, pavement, or utility line, 4) any proposed grade changes that might adversely affect or endanger any trees on the site and specify how to maintain them 5) designate the trees to be removed and the trees to be maintained, and 5) location of existing and/or proposed structures.

DK PHOTOGRAPH: You must attach a photograph of the tree to be removed. the photo must show any damage the tree is causing.

DK OWNERSHIP: Please provide a recorded warranty deed.

DK PERMIT FEES: Upon issuance of a Tree Removal Permit, the permit fee will be as follows: For removal of a tree or trees where such removal of such tree or trees is necessitated by material damage caused by such tree or trees to permanent improvement or improvements on the parcel where such tree or trees are situated a fee of \$1.00 per tree permitted to be removed. For removal of all other trees, a fee of \$45.00 per tree permitted to be removed. As per City of Long Beach Tree Ordinance (#364) any person removing any Live Oak or Magnolia tree within the City of Long Beach, Mississippi, without a valid tree removal permit, shall be guilty of a misdemeanor; and upon conviction thereof shall be sentenced to pay a fine not less than \$500.00 nor more than \$1000.00. The removal of each tree without having first secured a valid tree removal permit shall constitute a separate offense and shall be punishable as such.

DK REPLANTING: As a condition of granting the tree removal permit, the City, acting by and through its Mayor and Board of Aldermen, may require the applicant to relocate or replace trees, but may not require the replacement of trees in a number greater than the number of Live Oak or Magnolia trees removed; trees to be of Four (4) inches caliper deciduous trees or five (5) feet in height of evergreen or Live Oak or Magnolia trees.

DK MEETING: You must attend the Planning Commission meeting, not attending may cause your permit for tree removal to be denied or withheld.

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**



TREE ROOTS HAVE LIFTED  
THE DECKING IN BACKYARD  
AROUND THE POOL. ONE  
CORNER OF THE POOL IS  
LIFTED. ROOTS ALSO LIFTING  
THE POOL EQUIPMENT SLAB.  
BRICK PATIO SEATING AREA  
IS COMPLETELY DESTROYED  
FROM ROOTS LIFTING THE  
BRICKS. AWFUL TRIPPING  
HAZARD. MANY LARGE  
BRANCHES HOVERING OVER  
THE ROOF OF THE HOUSE.

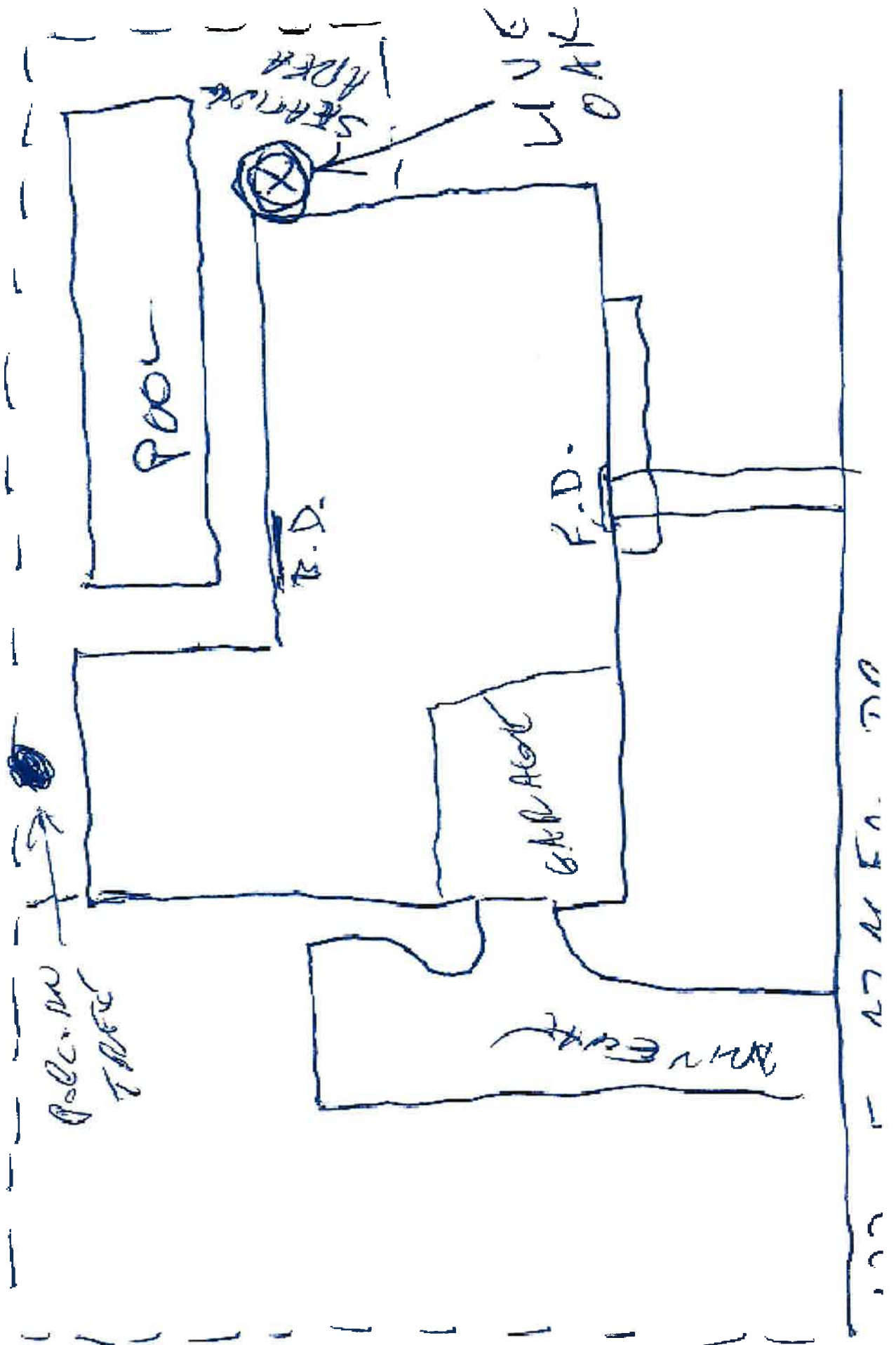


TRYING TO EXPLAIN ALL  
DAMAGE IN WRITING OR  
EVEN PICTURES DO NOT  
TELL THE ENTIRE STORY  
IF YOU SAW THE DAMAGE  
IN PERSON YOU WOULD  
IMMEDIATELY SEE HOW  
BAD IT IS.

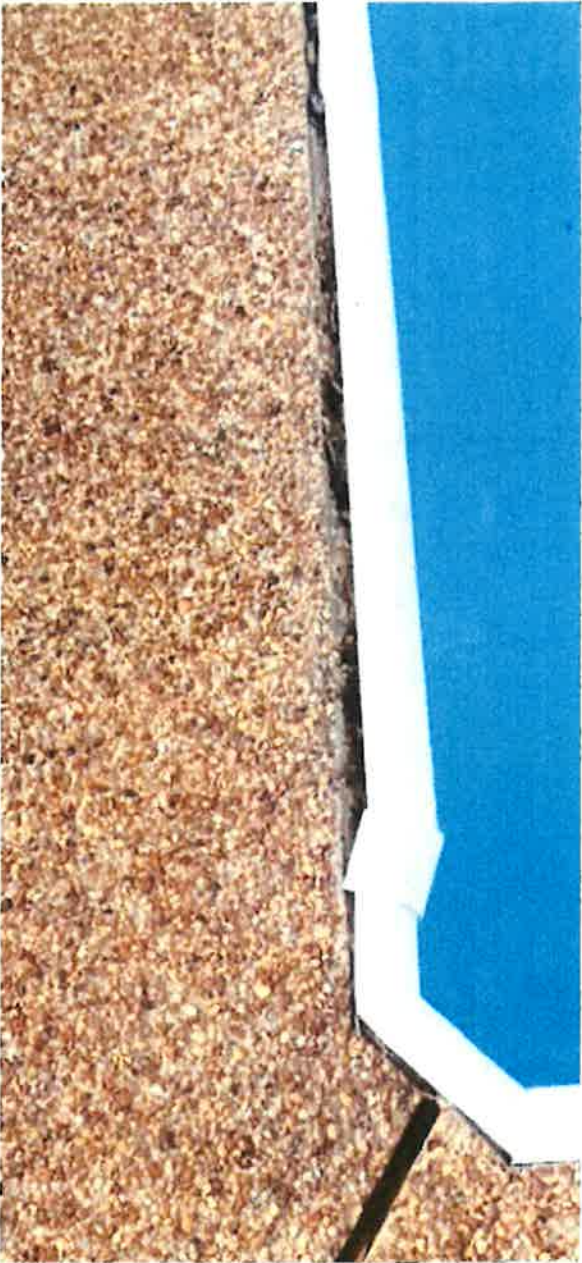
PHOTOS ATTACHED.



MINUTES OF AUGUST 14, 2025  
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**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

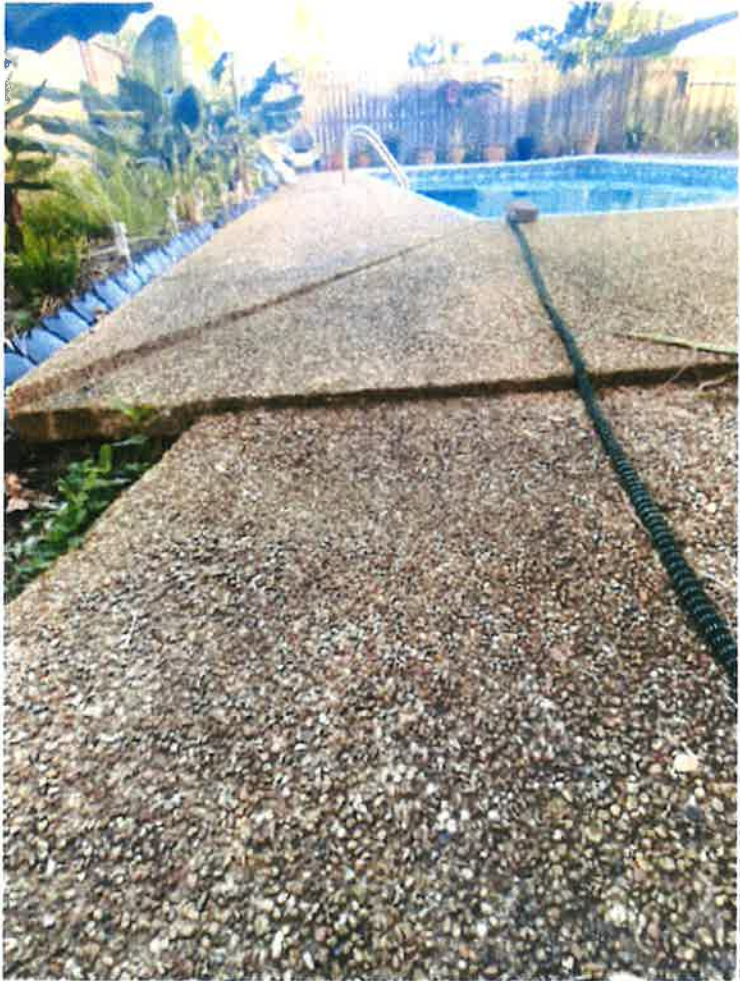


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MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
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SCANNED



Instrument 2025-0006828-D-J1  
Filed/Recorded 04/11/2025 11:12:01 AM  
Total Fees 26.00  
2 Pages Recorded

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

Grantor:  
Marianne Mejia  
8 Carpenter Ave  
Bumsville, MS 38833  
(662) 519-5639

Return To:  
Pilgor Title Co.  
1406 Blenville Blvd.  
Ocean Springs, MS 39564  
(228) 216-0011

Grantees:  
Eugenijus D. Kazenas  
Saulė Narbutaitė  
122 East Azalea Drive  
Long Beach, MS 39660  
(214) 497-7693

File No. F-25-300

INDEXING INSTRUCTIONS: Lot 24, Azalea Homes S/D, 1st JD, Harrison County, MS

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

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, Marianne Mejia, an unmarried person, do hereby sell, convey and warrant unto Eugenijus D. Kazenas and Saulė Narbutaitė, 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 the First Judicial District of Harrison County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereunto belonging, and being more particularly described as follows, to-wit:

Lot 24, Azalea Homes Subdivision, according to the official map or plat thereof on file and of record in the office of the Chancery Clerk in the First Judicial District of Harrison County, Mississippi, in Plat Book 20, at Page 34.

This being the same property as that conveyed to Marianne Mejia, by instrument recorded in Instrument No. 2020-3370-D-J1, Land Deed Records of Harrison 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 in the First Judicial District of Harrison 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 8<sup>th</sup> day of April, 2025.

Marianne Mejia  
Marianne Mejia

ACKNOWLEDGMENT

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, the within named Marianne Mejia who acknowledged before me that she 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 8<sup>th</sup> day of April, 2025.

(AFFIX SEAL)

Ashley Darvez  
NOTARY PUBLIC

My commission expires:



**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION  
MEMORANDUM**

DATE: August 5, 2025  
TO: City of Long Beach MS Planning & Development Commission  
FROM: Long Beach MS Tree Board  
REF: Tree Removal – 122 Azalea Drive

Upon consideration of the factors outlined in Ordinance 655, specifically factors (a).... proximity to existing structure... and (k) Whether the continued presence of the tree...likely to cause danger to a person or property, the Tree Board recommends the approval of the tree removal application.

Blane Sutton  
Ginger Wentz  
Jana Montgomery

After considerable discussion, and upon recommendation by the City of Long Beach Tree Board, Commissioner Suthoff made motion, seconded by Commissioner Baas and unanimously carried to approve the application as submitted.

\*\*\*\*\*

It came for discussion under New Business a Tree Removal for the property located at 107 Galloway Street, Tax Parcel 0612-01-031.000, submitted by Christopher King, as follows:

**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**



CITY OF LONG BEACH, MISSISSIPPI  
 201 Jeff Davis Avenue  
 P.O. Box 929  
 Long Beach, MS 39560  
 (228) 863-1554  
 (228) 863-1558 fax  
**APPLICATION FOR TREE PERMIT**

OFFICE USE ONLY	
Date Received	8/11/25
Zoning	R-1
Agenda Date	8/14/25
Check Number	Cash

(Initial on the line that you've read each)

CX Routine trimming does not require a permit. The reason for pruning may include, but are not limited to, reducing risk, maintaining or improving tree health and structure, improving aesthetics, or satisfying a specific need. The City of Long Beach does recommend you obtain a licensed Arborist for your and the tree protection.

CX Any single-family Residential, Multi-Family Residential, Commercial or Industrial Zoned areas need a permit to remove a Live Oak or Magnolia tree with its root system, growing upon the earth usually with one trunk or at least eighteen (18) inches in circumference or larger, measured four and one-half (4 1/2) feet above the surface of the ground, or a multi-stemmed trunk system with a definitely formed crowned.

CX Any person desiring a permit for removal of any Live Oak or Magnolia tree, shall submit this application and a filing fee of \$25.00 per parcel of land to which such application pertains.

TODAY'S DATE: August 1, 2025

**PROPERTY INFORMATION**

TAX PARCEL # 0612E-01-031.000  
 Address of Property Involved: 107 Galloway St Long Beach, Ms. 39560  
 Property owner name: Christopher King  
 Are you the legal owner of the above property? Yes ☒ No ☐ If No, written consent from the owner is needed. Please provide a statement that no person, not listed on this application, has any interest in the title in or to the property.  
 Property owner address: 107 Galloway Street  
 Phone No. 228 214-8228

**CONTRACTOR OR APPLICANT INFORMATION**

Company Name: Keith Dye Construction  
 Phone No. 228-518-0260 Fax: \_\_\_\_\_  
 Name Keith Dye  
 Address 18583 Robinson Rd, Gulfport, MS 39503

**PERMIT INFORMATION**

Permit for: Removal ☒ Trimming \_\_\_\_\_ Pruning \_\_\_\_\_

What is the reason the tree needs to be removed? Be specific ex. Construction, street or roadway, recreational area, patio, parking lot, diseased tree not worthy of preservation, etc.: There is two live oaks on the southside of home causing foundation cracking. One is over the power lines causing our lights to flicker daily.  
 (use separate sheet if needed)

Number of Trees:  
2 Live Oak \_\_\_\_\_ Southern Magnolia

I hereby certify that I have read this application and that all information contained herein is true and correct; that I agree to comply with all applicable codes, ordinances and state laws regulation construction; that I am the owner or authorized to act as the owner's agent for the herein described work.

Cking 8-1-2025  
 Signature Date

**ADDITIONAL INFORMATION REQUIRED FROM APPLICANT**

(Initial on the line that you've read each)

CX TREE SITE PLAN: Please provide a map or diagram of the parcel of land, specifically designating the area or areas of proposed tree removal and the proposed use of such area. Please include the following: 1) location of all protected and large shade trees on the property, their size and species 2) Designate which are disease/or damaged, 3) designate which are endangering any roadway, pavement, or utility line, 4) any proposed grade changes that might adversely affect or endanger any trees on the site and specify how to maintain them 5) designate the trees to be removed and the trees to be maintained, and 5) location of existing and/or proposed structures.

CX PHOTOGRAPH: You must attach a photograph of the tree to be removed, the photo must show any damage the tree is causing.

CX OWNERSHIP: Please provide a recorded warranty deed

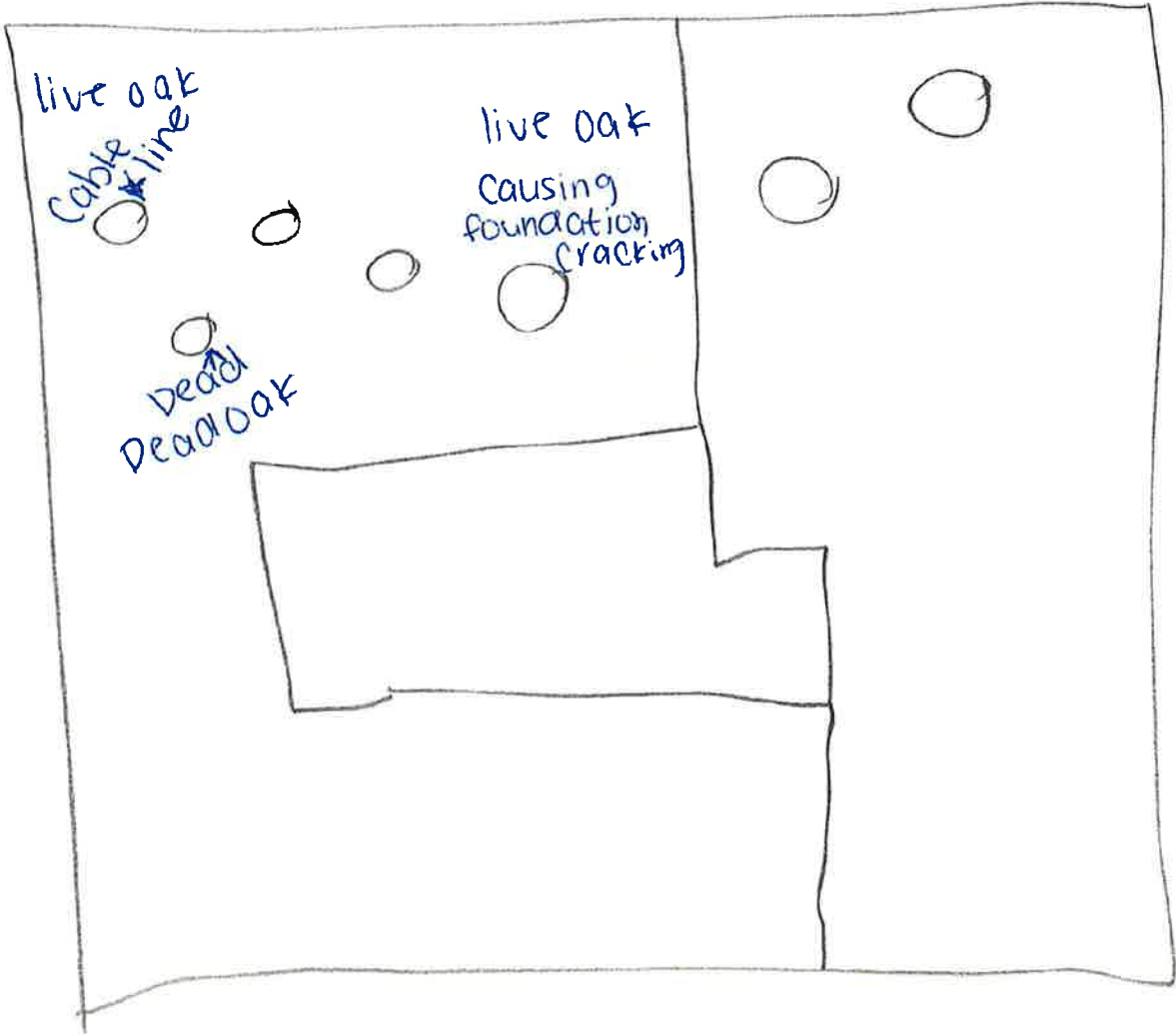
CX PERMIT FEES: Upon issuance of a Tree Removal Permit, the permit fee will be as follows: For removal of a tree or trees where such removal of such tree or trees is necessitated by material damage caused by such tree or trees to permanent improvement or improvements on the parcel where such tree or trees are situated a fee of \$1.00 per tree permitted to be removed. For removal of all other trees, a fee of \$45.00 per tree permitted to be removed. As per City of Long Beach Tree Ordinance (#364) any person removing any Live Oak or Magnolia tree within the City of Long Beach, Mississippi, without a valid tree removal permit, shall be guilty of a misdemeanor; and upon conviction thereof shall be sentenced to pay a fine not less than \$500.00 nor more than \$1000.00. The removal of each tree without having first secured a valid tree removal permit shall constitute a separate offense and shall be punishable as such.

CX REPLANTING: As a condition of granting the tree removal permit, the City, acting by and through its Mayor and Board of Aldermen, may require the applicant to relocate or replace trees, but may not require the replacement of trees in a number greater than the number of Live Oak or Magnolia trees removed; trees to be of Four (4) inches caliper deciduous trees or five (5) feet in height of evergreen or Live Oak or Magnolia trees.

CX MEETING: You must attend the Planning Commission meeting, not attending may cause your permit for tree removal to be denied or withheld.



MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**





**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**





MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



Prepared By and Return To:  
Schwartz, Org & Jordan, PLLC  
12206 Hwy 49  
Gulfport, MS 39503  
(228) 832-8550  
Our File #180631

Indexing Instructions:  
Lots 13 & 14, Blk D, Belmont S/D  
Harrison County, 1<sup>st</sup> JD, MS

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

WARRANTY DEED

THAT FOR AND IN CONSIDERATION of the 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,

HENRIETTA DRUMMOND, an unmarried woman  
107 GALLOWAY CIRCLE  
LONG BEACH, MS 39560  
(228) 669-3019

does hereby grant, bargain, sell, convey and warrant, unto

CHRISTOPHER M. KING, an unmarried man  
107 GALLOWAY CIRCLE  
LONG BEACH, MS 39560  
(228) 263-4710

the following described property, together with the improvements, hereditaments and appurtenances thereunto situated and located in the County of Harrison, State of Mississippi, and more particularly described as follows, to-wit:

Lots Thirteen (13) and Fourteen (14), Block D, BELMONT SUBDIVISION, a subdivision according to the official map or plat thereof on file and of record in the Office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi, in Plat Book 12 at Page 23 (Copy Book 5 at Page 409) thereof, reference to which is hereby made in aid of and as a part of this description.

THIS CONVEYANCE is subject to any and all recorded restrictive covenants, right-of-way and easements applicable to subject property, and any prior recorded reservations, conveyances and leases of oil, gas and minerals by previous owners of subject property.

Estimated county ad valorem taxes have been prorated between the parties as a part of the

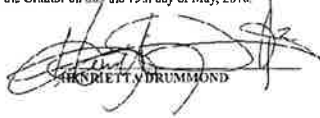
**MINUTES OF AUGUST 14, 2025  
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LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

2

consideration for this conveyance. In the event the estimates upon which such promotion is based prove to be inaccurate for any reason, the Grantee agrees to refund any excess, and the Grantor agrees to pay any deficiency, upon receipt of a copy of the tax statement for the current year and a computation of the true amount due, based on a 365 day year.

THIS CONVEYANCE is also subject to Zoning and/or other land use regulations promulgated by federal, state or local governments affecting the use or occupancy of the subject property.

WITNESS THE SIGNATURE of the Grantor on this the 15th day of May, 2018.

  
HENRIETTA DRUMMOND

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

THIS DAY personally appeared before me, the undersigned authority in and for the jurisdiction aforesaid, HENRIETTA DRUMMOND, who acknowledged that she signed, executed and delivered the above and foregoing instrument as a voluntary act and deed on the day and year therein mentioned.

GIVEN under my hand and official seal on this the 15th day of May, 2018.

  
NOTARY PUBLIC

(SEAL)

My Commission Expires:



**MEMORANDUM**

DATE: August 4, 2025

TO: City of Long Beach MS Planning & Development Commission

FROM: Long Beach MS Tree Board

REF: Tree(s) Removal – 107 Galloway Street..

After a lengthy conversation with the applicant, all agreed to the following recommendations suggested by the present members of the tree board:

The live oak tree near the street would be trimmed and not cut. The applicant would contact Sparklight/ATT to trim the tree since the tree is in their lines and not the power company. The dead tree to be removed and also the second tree marked live oak to be cut since it is not a live oak as initially thought. The two smaller live oak trees to be removed to stop the excessive slab cracking noted in the application and visible to viewing members present.

Upon consideration of factors outlined in Ordinance 655, specifically factors..... proximity to existing structure... and {k} Whether the continued presence of the tree...likely to cause danger to a person or property, The Tree Board recommends the approval of the tree removal application as amended above. .

Blane Sutton  
Ginger Wentz  
Jana Montgomery

After considerable discussion, and upon recommendation by the City of Long Beach Tree Board, Commissioner Suthoff made motion, seconded by Commissioner Baas

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING**

**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

and unanimously carried to table the tree removal giving the applicant the opportunity to clarify the application.

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It came for discussion under New Business a Tree Removal for the property located at 100 Suffolk Drive, Tax Parcel 0511H-02-054.000, submitted by Jarod Coates, as follows:



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CITY OF LONG BEACH, MISSISSIPPI  
201 Jeff Davis Avenue  
P.O. Box 929  
Long Beach, MS 39560  
(228) 863-1554  
(228) 863-1558 fax

**APPLICATION FOR TREE PERMIT**

OFFICE USE ONLY	
Date Received	<u>7/17/25</u>
Zoning	<u>R-1</u>
Agenda Date	<u>8/14/25</u>
Check Number	<u>5806</u>

(Initial on the line that you've read each)

pl Routine trimming does not require a permit. The reason for pruning may include, but are not limited to, reducing risk, maintaining or improving tree health and structure, improving aesthetics, or satisfying a specific need. The City of Long Beach does recommend you obtain a licensed Arborist for your and the tree protection.

pl Any single-family Residential, Multi-Family Residential, Commercial or Industrial Zoned areas need a permit to remove a Live Oak or Magnolia tree with its root system, growing upon the earth usually with one trunk or at least eighteen (18) inches in circumference or larger, measured four and one-half (4 1/2) feet above the surface of the ground, or a multi-stemmed trunk system with a definitely formed crowned.

pl Any person desiring a permit for removal of any Live Oak or Magnolia tree, shall submit this application and a filing fee of \$25.00 per parcel of land to which such application pertains.

TODAY'S DATE: July 17<sup>th</sup> 2025

**PROPERTY INFORMATION**

TAX PARCEL # 05114-02-054.000

Address of Property Involved: 100 Suffolk Dr

Property owner name: Jared Coates  
Are you the legal owner of the above property? Yes ☒ No ☐ If No, written consent from the owner is needed. Please provide a statement that no person, not listed on this application, has any interest in the title in or to the property.

Property owner address: 100 Suffolk Dr

Phone No. (228) 493-9433

**CONTRACTOR OR APPLICANT INFORMATION**

Company Name: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax: \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

**PERMIT INFORMATION**

Permit for: Removal ☒ Trimming \_\_\_\_\_ Pruning \_\_\_\_\_

What is the reason the tree needs to be removed? Be specific ex. Construction, street or roadway, recreational area, patio, parking lot, diseased tree not worthy of preservation, etc.: \_\_\_\_\_  
(use separate sheet if needed)

Insurance Coverage - Tree poses a threat.  
Also Tearing up slab in carport  
Driveway

Number of Trees:

2 Live Oak \_\_\_\_\_ Southern Magnolia

I hereby certify that I have read this application and that all information contained herein is true and correct; that I agree to comply with all applicable codes, ordinances and state laws regulation construction; that I am the owner or authorized to act as the owner's agent for the herein described work.

Jared Coates  
Signature

July 17<sup>th</sup> 2025  
Date

**ADDITIONAL INFORMATION REQUIRED  
FROM APPLICANT**

(Initial on the line that you've read each)

pl TREE SITE PLAN: Please provide a map or diagram of the parcel of land, specifically designating the area or areas of proposed tree removal and the proposed use of such area. Please include the following: 1) location of all protected and large shade trees on the property, their size and species 2) Designate which are disease/or damaged, 3) designate which are endangering any roadway, pavement, or utility line, 4) any proposed grade changes that might adversely affect or endanger any trees on the site and specify how to maintain them 5) designate the trees to be removed and the trees to be maintained, and 5) location of existing and/or proposed structures.

pl PHOTOGRAPH: You must attach a photograph of the tree to be removed, the photo must show any damage the tree is causing.

pl OWNERSHIP: Please provide a recorded warranty deed.

pl PERMIT FEES: Upon issuance of a Tree Removal Permit, the permit fee will be as follows: For removal of a tree or trees where such removal of such tree or trees is necessitated by material damage caused by such tree or trees to permanent improvement or improvements on the parcel where such tree or trees are situated a fee of \$1.00 per tree permitted to be removed. For removal of all other trees, a fee of \$45.00 per tree permitted to be removed. As per City of Long Beach Tree Ordinance (#364) any person removing any Live Oak or Magnolia tree within the City of Long Beach, Mississippi, without a valid tree removal permit, shall be guilty of a misdemeanor; and upon conviction thereof shall be sentenced to pay a fine not less than \$500.00 nor more than \$1000.00. The removal of each tree without having first secured a valid tree removal permit shall constitute a separate offense and shall be punishable as such.

pl REPLANTING: As a condition of granting the tree removal permit, the City, acting by and through its Mayor and Board of Aldermen, may require the applicant to relocate or replace trees, but may not require the replacement of trees in a number greater than the number of Live Oak or Magnolia trees removed; trees to be of Four (4) inches caliper deciduous trees or five (5) feet in height of evergreen or Live Oak or Magnolia trees.

pl MEETING: You must attend the Planning Commission meeting, not attending may cause your permit for tree removal to be denied or withheld.

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

07/15/2025

To whom it may concern.

This letter is to inform you that we have evaluated Jarod's current homeowners insurance options and have confirmed that a significantly more favorable coverage -both in terms of rates and protection- can be obtained with the removal of the live oak tree located on 100 Suffolk Dr. Long Beach, MS 39560.

This decision is based on guidance from multiple insurance providers, who have noted that the tree presents increased liability and risk exposure. Removing it improves his eligibility for broader and more cost-effective insurance coverage.

Sincerely,



Merrie Coughlin- Insurance Agent

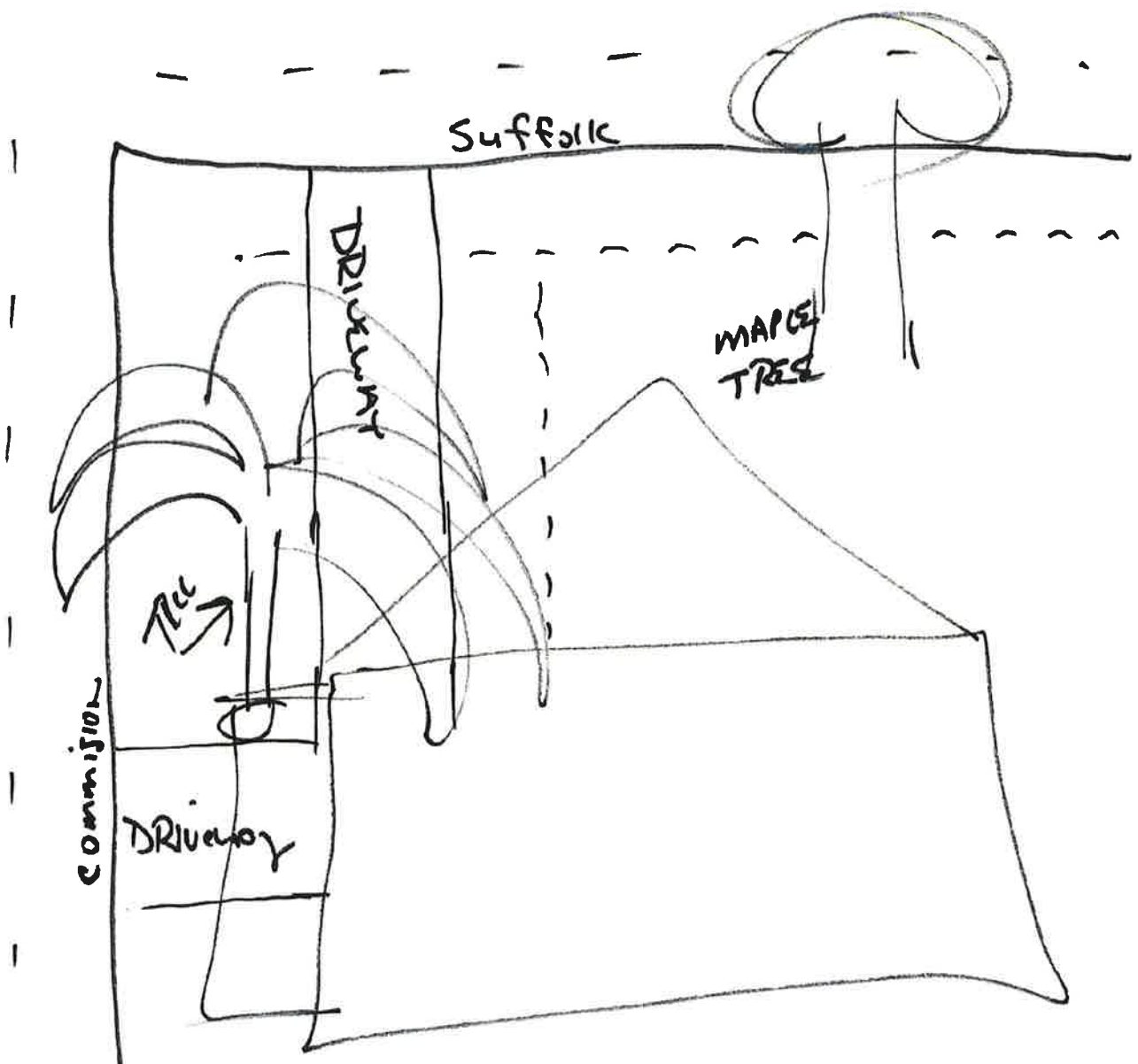
United Risk Agency

2137 E Pass Rd. Suite E

Gulfport, MS 39507

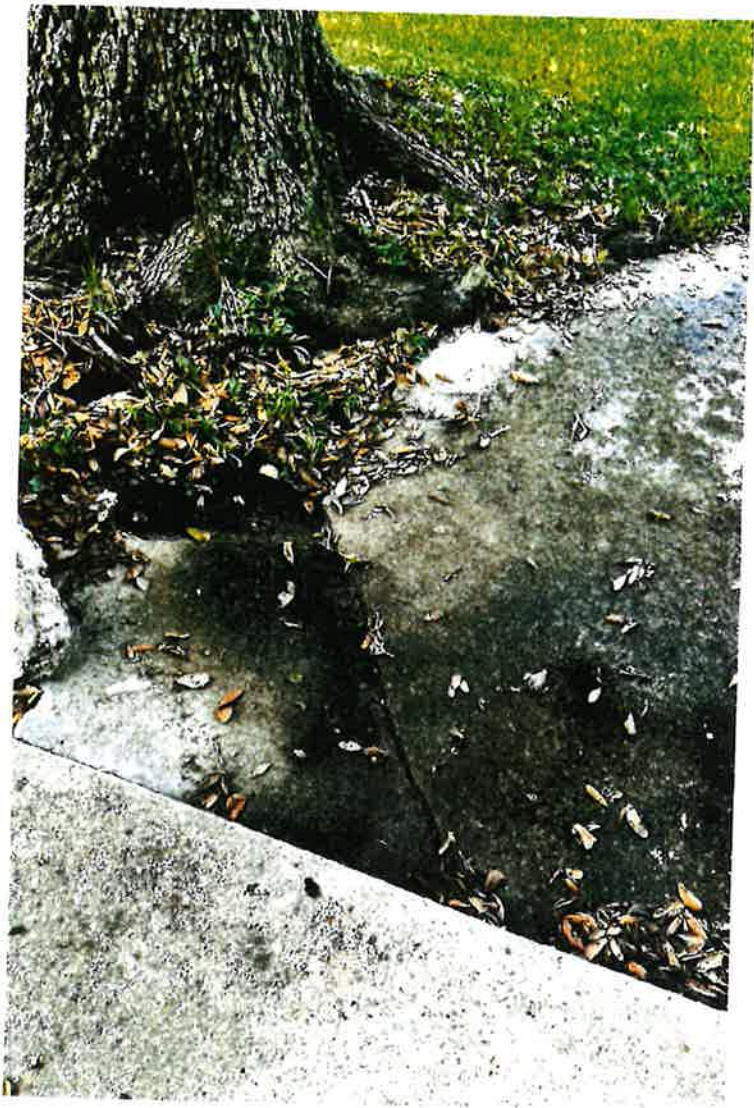
228-206-3853

merrie@unitedriskins.com





**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**





**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**





MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



 *[Signature]* First Judicial District  
Instrument 2337 - 6194 D - J1  
Filed/Recorded 10/10/2012 01:40 P  
Total Fees \$ 12.00  
3 Pages Recorded

<b>Prepared by:</b> David B. Pilger Attorney at Law 1406 Bienville Blvd., Suite 101 Ocean Springs, MS 39564 (228) 215-0011	<b>Creator:</b> EXCEPTIONAL HOMES, LLC a Mississippi Limited Liability Company P.O. Box 7352 D'Iberville, MS 39543 Telephone: (228) 860-2784
<b>Return To:</b> David B. Pilger Attorney at Law 1406 Bienville Blvd., Suite 101 Ocean Springs, MS 39564 (228) 215-0011	<b>Grantee:</b> JAROD P. COATES AMANDA J. COATES 100 Suffolk Drive Long Beach, MS 39560 Telephone: (228) 493-9433

INDEX AS: Lot 91, Replat of Daugherty Park, Section 2 & 3, Harrison County, MS

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

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, EXCEPTIONAL HOMES, LLC, a Mississippi Limited Liability Company, acting by and thru its duly authorized and appointed Managing Member, does hereby sell, convey and warrant unto JAROD P. COATES and wife, AMANDA J. COATES, as joint tenants with rights of survivorship and not as tenants in common, all of that certain tract, piece or parcel of land situated in the First Judicial District of Harrison County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereto belonging, and being more particularly described as follows, to-wit:

Lot 91, Replat of Daugherty Park, Section 2 and 3, Township 6 South, Range 12 West, Harrison County, MS, a subdivision, according to a map or plat thereof which is on file of record in the office of the Chancery Clerk of the First Judicial District of Harrison County, MS, in Plat Book 24, at Page 9, reference to which is hereby made in aid of and as a part of this description

PARCEL NUMBER: 0511H-02-054.000

Pilger Title Co. - File No. 121599N  
Page 1 of 1

*[Signature]*

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

If this lot is bounded by water, this conveyance includes any natural accretion, and is subject to any erosion due to action of the elements since filing of the plat. Such riparian and littoral rights as exist are conveyed herewith but without warranty as to their nature or extent. Any property which is coastal wetlands as defined in the Mississippi Coastal Wetlands Protection Act is conveyed by quitclaim only.

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 Hancock 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 28th day of SEPTEMBER, A.D., 2012.

EXCEPTIONAL HOMES, LLC

By: 

DWAYNE MALLET, Managing Member

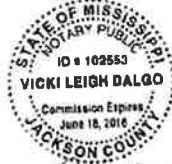
**CORPORATE ACKNOWLEDGEMENT**

STATE OF MISSISSIPPI  
COUNTY OF JACKSON

Personally appeared before me, the undersigned authority in and for the said county and state, on this 28th day of September, 2012, within my jurisdiction, the within named DWAYNE MALLET, Managing Member of EXCEPTIONAL HOMES, LLC, a Mississippi Limited Liability Company, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed in the above and foregoing instrument and acknowledged that he executed the same in his representative capacity, and that by his signature on the instrument, and as the act and deed of the entity upon behalf of which he acted, executed the above and foregoing instrument, after first having been duly authorized so to do.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, on this the 28th day of SEPTEMBER, A.D. 2012.

(AFFIX SEAL)



My commission expires: June 18, 2016

  
NOTARY PUBLIC

Pulger Title Co. - File No. 12-1598N  
Page 2 of 2

**CORPORATE RESOLUTION**

In a duly called meeting of all of the Members of Exceptional Homes, LLC, a Mississippi Limited Liability Company, it was unanimously approved by all of the Members that Dwayne Mallett, has complete authority to sell on behalf of the below named company the property located at, or described as:

100 Suffolk Drive; Long Beach, MS 39560

Lot 91, Replet of Daugherty Park, Section 2 and 3, Harrison County, First Judicial District, Mississippi

So approved and acknowledged this, the 28th day of SEPTEMBER, 2012.

Exceptional Homes, LLC, a Mississippi Limited Liability Company

By:   
Dwayne Mallett, Managing Member

**CORPORATE ACKNOWLEDGMENT**

STATE OF MISSISSIPPI  
COUNTY OF JACKSON

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the jurisdiction aforesaid, Dwayne Mallett, the duly appointed Managing and Sole Member of Exceptional Homes, LLC, a Mississippi Limited Liability Company, who acknowledged before me that HE signed, executed and delivered the above and foregoing instrument on the day and year thereof, for the use and purposes therein mentioned, for and on behalf of said Limited Liability Company as its own act and deed, after first having been duly authorized to do so.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, on this the 28th day of SEPTEMBER, A.D. 2012.

(AFFIX SEAL)

  
NOTARY PUBLIC

My commission expires: June 18, 2016

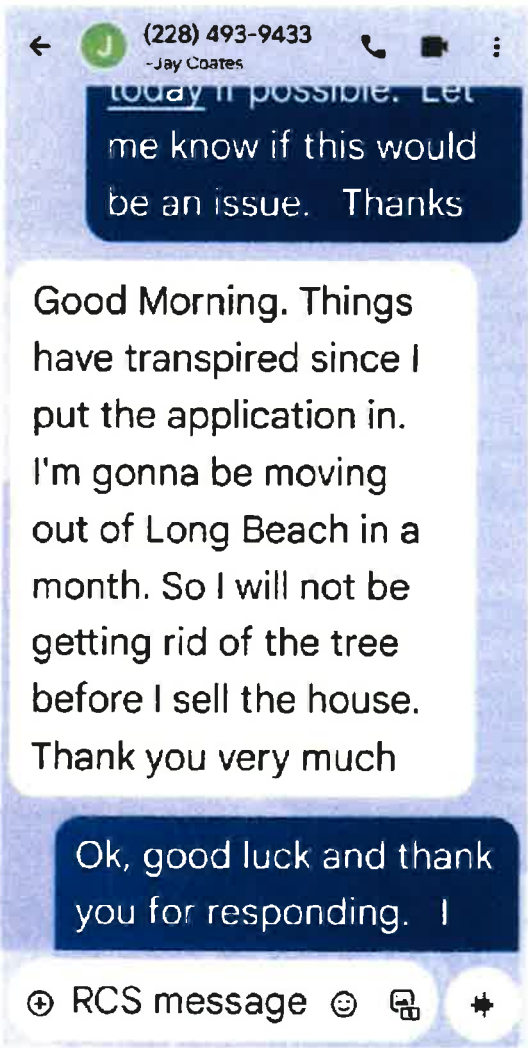
**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

**MEMORANDUM**

DATE: August 4, 2025  
TO: City of Long Beach MS Planning & Development Commission  
FROM: Long Beach MS Tree Board  
REF: Tree(s) Removal – 100 Suffolk Dr..

Upon contacting the applicant for permission to enter the property, I was informed of a status change since submitting the application. The applicant will be moving from Long Beach in a month and currently has no desire to remove the tree before he sells the property. A copy of that communication is attached.

Blane Sutton



Application was withdrawn by applicant.

\*\*\*\*\*



**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

It came for discussion under New Business a Short-Term Rental for the property located at 115 Vance Place, Tax Parcel 0512G-01-045.000, submitted by Virginia L. Hutchinson (owner) and Gulf Coast Property Management (property manager), as follows:

MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION

CITY OF LONG BEACH, MISSISSIPPI			
APPLICATION FOR SHORT-TERM RENTAL			
<b>PHYSICAL ADDRESS:</b> 201 JEFF DAVIS AVENUE LONG BEACH, MS 39560		<b>PHONE:</b> (228) 863-1554 <b>FAX:</b> (228) 863-1558	
		<b>MAILING ADDRESS:</b> POST OFFICE BOX 929 LONG BEACH, MS 39560	
<b>PROPERTY INFORMATION:</b>			
ADDRESS: <u>115 Vance Place, Long Beach</u>		Tax Parcel #: <u>0512G-01.045.000</u>	
(Location of Short-Term Rental)			
<b>OWNER'S INFORMATION:</b>			
Property Owner's Name: <u>Virginia L. Hutchinson</u>			
Property Owner's Address: <u>551 Shiloh Rd, Brandon MS 39042</u>			
Property Owner's Mailing Address, if different from above:			
Property Owner's Phone No: <u>(769) 208-3889</u>		City	State Zip
		Email Address: <u>lynnw.hutchinson@gmail.com</u>	
Is there a homeowner's association for the neighborhood? ____ If so, please provide written statement of support of short term rental?			
<b>PROPERTY MANAGER INFORMATION:</b>			
Property Manager's Name: <u>Gulf Coast Property Management, 2100 18th St., Gulfport MS 39501</u>			
Property Manager's Address: (Must be a local contact)			
Property Manager's Phone No: <u>Brian Logan (228) 669-3058</u>		City	State Zip
		Email Address: <u>yes@ChristiesGulfBeachRentals.com</u>	
<b>PLEASE PROVIDE THE FOLLOWING:</b>			
<ul style="list-style-type: none"><li>Mississippi Sales Tax ID # <u>Airbnb, VRBO</u></li><li>Recorded Warranty Deed</li><li>Parking Rules &amp; Plan</li><li>Trash Management Plan</li><li>Copy of Proposed Rental Agreement</li><li>Proof of Liability Insurance, which includes short term rental coverage</li></ul>			
<b>ADDITIONAL INFORMATION:</b>			
<ul style="list-style-type: none"><li>Completed written statement of compliance.</li><li>FEES: \$250, nonrefundable application fee, \$500, yearly renewable fee. Checks should be made payable to the City of Long Beach</li><li>LICENSE: A Privilege Tax License must be applied and paid for after approval.</li><li>INCOMPLETE APPLICATIONS will not be processed.</li></ul>			
<b>AFFIDAVIT</b>			
I HEREBY CERTIFY THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT. I ACKNOWLEDGE RECEIPT OF AND AGREE TO COMPLY WITH THE RULES & REGULATIONS OF SHORT-TERM RENTALS (Ordinance 669). ALL APPLICABLE CODES, ORDINANCES AND STATE LAWS. VIOLATION OF ANY CODES OR REGULATIONS SHALL RESULT IN THE SUSPENSION OR REVOCATION OF THE PERMIT.			
Virginia L. Hutchinson		Virginia L. Hutchinson	
PRINT NAME		SIGNATURE	
		DATE: <u>8/6/25</u>	
<b>BELOW IS FOR OFFICE USE ONLY</b>			
Maximum Occupancy:	Maximum Vehicles allowed:	Number of bedrooms:	Number of people home can accommodate:
<u>10</u>	<u>2</u>	<u>3</u>	<u>6</u>
I AFFIRM THAT THE APPLICANT IS IN COMPLIANCE WITH ALL APPLICABLE ZONING REQUIREMENTS, BUILDING & FIRE CODES; AND THAT ALL APPLICABLE TAXES, FEES AND OTHER CHARGES HAVE BEEN PAID.			
Building Official Signature: <u>Ryan Loh</u>		Date: <u>8/7/25</u>	
Fire Inspector Signature:		Date:	
COMMENTS:			
Date Received: <u>8/6/25</u>			
Agenda Date: <u>8/14/25</u>			
Amount Due/Paid: <u>250.00</u>			
Payment Method: <u>3541</u>			

MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



I Virginia L. Hutchinson, owner of the property located at 115 Vance Place, Long Beach Tax Parcel 0512 G-01.045.000, affirm that I am in compliance with building codes, deed restrictions and/or covenants, and have paid all applicable taxes, fees and other charges. I acknowledge that a violation of the ordinances of the City of Long Beach shall result in the suspension or revocation of the permit.

Virginia L. Hutchinson  
signature

8/6/25  
date



Prepared by: Alfred R. Koenenn  
Perry, Murr, Teel & Koenenn  
Post Office Box 7158  
Gulfport, MS 39506  
(228)896-0020  
State Bar #4237

Return to: Alfred R. Koenenn  
Perry, Murr, Teel & Koenenn  
Post Office Box 7158  
Gulfport, MS 39506  
(228)896-0020  
State Bar #4237

Indexing information: Lot 19, Block 4, Green Acres Subdivision, Part 2

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

EXECUTOR'S WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00) cash in hand paid, the receipt and sufficiency of which is hereby acknowledged, I, the undersigned:

JOHN LUCAS HUTCHINSON, EXECUTOR  
ESTATE OF JACQUELINE LUCAS HUTCHINSON, DECEASED  
3451 Oakmont Drive  
Pensacola, FL 32503  
(850) 326-0099

said Executor having been so appointed by Order of the Chancery Court under Cause Number 15-920(4), and by further Order of this Court to convey the following described property, dated June 24, 2015, to convey the following described property, does hereby sell, convey and warrant unto:

MICHAEL E. HUTCHINSON and wife,  
VIRGINIA L. HUTCHINSON  
115 Vance Place  
Long Beach, MS 39560  
(601) 825-1284

as joint tenants with full rights of survivorship and not as tenants in common, the following described land and property located and being situated in the First Judicial District of Harrison



**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

Prepared by:

Alfred R. Koenenn  
Perry, Murr, Teel & Koenenn  
Post Office Box 7158  
Gulfport, MS 39506  
(228)896-0020  
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Return to:

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Indexing information: Lot 19, Block 4, Green Acres Subdivision, Part 2

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

**EXECUTOR'S WARRANTY DEED**

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00) cash in hand paid, the receipt and sufficiency of which is hereby acknowledged, I, the undersigned:

**JOHN LUCAS HUTCHINSON, EXECUTOR  
ESTATE OF JACQUELINE LUCAS HUTCHINSON, DECEASED  
3451 Oakmont Drive  
Pensacola, FL 32503  
(850) 326-0099**

said Executor having been so appointed by Order of the Chancery Court under Cause Number 15-920(4), and by further Order of this Court to convey the following described property, dated June 24, 2015, to convey the following described property, does hereby sell, convey and warrant unto:

**MICHAEL E. HUTCHINSON and wife,  
VIRGINIA L. HUTCHINSON  
115 Vance Place  
Long Beach, MS 39560  
(601) 825-1284**

as joint tenants with full rights of survivorship and not as tenants in common, the following described land and property located and being situated in the First Judicial District of Harrison County, Mississippi, and more particularly described as follows, to-wit:

Lot 19, Block 4, Green Acres Subdivision, Part 2, a subdivision according to the official map or plat thereof on file and of record in the office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi, in Plat Book 26 at Page 17.

THIS CONVEYANCE is subject to any and all recorded restrictive covenants, rights of way, easements and the prior reservation of any oil, gas and other minerals.

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L

IT IS AGREED and understood that the taxes for the current year have been pro-rated as of this date on an estimated basis. When said taxes are actually determined, if the proration as of this date is incorrect, then the Grantors agree to pay to the Grantee, or its assigns, any deficit on an actual proration, and likewise, the Grantee agrees to pay to the Grantors, or its assigns, any amount overpaid by it.

EXECUTED, this the 29<sup>th</sup> day of June, 2015.

Estate of Jacqueline Lucas Hutchinson

BY: John Lucas Hutchinson  
John Lucas Hutchinson, Executor

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

PERSONALLY came and appeared before me, the undersigned authority in and for the aforesaid jurisdiction, the within named, JOHN LUCAS HUTCHINSON who acknowledged to me that he signed and delivered the foregoing instrument of writing as Executor of the Estate of Jacqueline Lucas Hutchinson, Deceased, on the day and year and in the capacity therein set forth.

GIVEN under my hand and official seal of office on this the 29<sup>th</sup> day of June, 2015.

William S. Taylor  
Notary Public

My Commission Expires:

June 5, 2016

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

Case: 24CH1:15-cv-00920 Document #: 22 Filed: 06/24/2015 Page 1 of 3

IN THE CHANCERY COURT OF HARRISON COUNTY, MISSISSIPPI  
FIRST JUDICIAL DISTRICT

**FILED**  
JUN 24 2015  
John McAdams Chancery Clerk  
By Shirley R. Davis D.C.  
NO. 15-920(4)

IN THE MATTER OF THE ESTATE OF  
JACQUELINE LUCAS HUTCHINSON, DECEASED  
JOHN LUCAS HUTCHINSON, EXECUTOR

**ORDER TO SELL REAL ESTATE**

THIS CAUSE came on to be heard upon Petition of John Lucas Hutchinson, the duly appointed and qualified Executor of the Estate of Jacqueline Lucas Hutchinson, Deceased, to Sell Real Estate and upon oral and documentary evidence presented, the Court finds the following, to-wit:

I.

The Court finds that Jacqueline Lucas Hutchinson, departed this life on April 7, 2015, and at the time of her death, was an adult, and had a fixed place of residence and domiciled in Harrison County, Mississippi.

II.

The Court finds that the decedent executed a Last Will and Testament on September 3, 1987 and a Codicil dated May 22, 2008, and that said Last Will and Testament and Codicil were admitted to probate on May 13, 2015.

III.

The Court finds that in accordance with law, notice to creditors was published in the Sun Herald, a newspaper published in Harrison County, Mississippi, on May 17, 2015, May 24, 2015 and May 31, 2015, for the estate of Jacqueline Lucas Hutchinson, Deceased. No claims have been filed against the estate and the time for filing or probating claims against the estate does not expire until August 17, 2015. The Court further finds that under the provisions of §91-7-205 of the Mississippi Code, since all legatees, devisees, heirs at law and other interested parties have joined herein, this Court waived the posting of bond conditioned for the faithful application of the proceeds of sale of the land described herein.

Page 1 of 3

Case: 24CH1:15-cv-00920 Document #: 22 Filed: 06/24/2015 Page 2 of 3

IV.

The Court finds that the Executor has personal and subject matter jurisdiction herein and that all parties entitled to notice are properly before the Court.

V.

The Court finds that this Court approves the sale of the decedent's home located at 115 Vance Place, Long Beach, Mississippi 39560 and that upon said sale, the monies deposited into the Estate account to be disbursed to the beneficiaries according to the Last Will and Testament of the deceased, pursuant to further Order of this Court

VI.

The Court finds that Michael E. Hutchinson and wife, Virginia L. Hutchinson has offered to purchase the aforesaid described property for a total consideration of ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.00). The Court finds that the parties have entered into a Loan Agreement wherein the Sellers have agreed to loan the Buyer the sum of \$72,000.00. The Court finds that attached as Exhibit "A" to the pleadings filed herein was a copy of the Contract, and attached as Exhibit "B" was a copy of the Loan Agreement and that a sale of \$150,000 is reasonable and fair price for the sale and would further show that it is in the best interest of the estate that the decedent's home and land be sold to Michael E. Hutchinson and wife, Virginia L. Hutchinson.

The Court finds that all of the beneficiaries of the Estate have consented to the Sale of the property by filing their Waiver of Process and Entry of Appearance.

The Court further finds that the Estate Beneficiaries consent that the proceeds from the sale of the property be deposited into the Estate Account pending further Order of the Court by filing their Waiver of Process and Entry of Appearance.

IT IS THEREFORE, ORDERED, ADJUDGED AND DECREED by this Court hereby authorizes and directs the Executor to execute an Executor's Deed to the purchaser pursuant to the terms of the Contract and Loan Agreement executed by all beneficiaries of the estate, and bond is hereby waived by this Court pursuant to Section 91-7-205 of the Miss. Code Ann.

Page 2 of 3

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

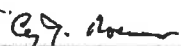
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Case: 24CH1:15-cv-00920 Document #: 22 Filed: 06/24/2015 Page 3 of 3

IT IS FURTHER, ORDERED, ADJUDGED AND DECREED that the proceeds from the sale of the property are to be deposited into the Estate Account pending further Order of the Court.

SO ORDERED, ADJUDGED AND DECREED this the 24 day of June, 2015.

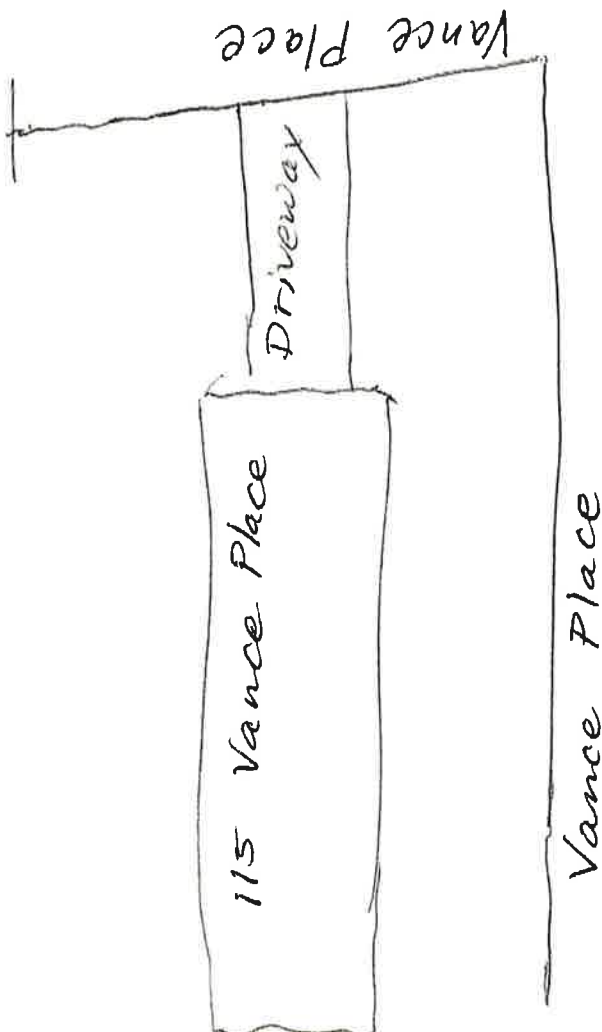
  
CHANCELLOR

8:45am   
3cc  
Alfred R. Koenenn  
Perry, Murr, Teel & Koenenn  
P. O. Box 7158  
Gulfport, MS 39506  
(228) 896-0020  
MSB #4237



**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

- Trash can will be managed by Gulf Coast Property Management LLC. (local company managing my property).
- My property contains a very large driveway which can easily support at least 4 cars for parking.



**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**  
**PROPERTY MANAGEMENT AGREEMENT**  
**Short Term Rentals**



IN CONSIDERATION of the covenants herein contained, Lynn Hutchinson hereinafter designated as Owner, to employ Gulf Coast Property Management LLC (DBA Christies Gulf Beach Rentals) as exclusive Agent, hereinafter designated as Agent, to rent, lease, operate, and manage the real property known as **115 Vance Place, Long Beach** (Premises) described as as a single-family house commencing on this date, **August 1, 2025** and terminating at midnight on July 31, 2026, upon the following terms and conditions. This agreement will automatically renew for an additional one-year period provided that the Agent notifies the Owner at least 30 days before each termination date. The owner has 30 days to acknowledge or accept the new terms as written. Should a delay occur in signing a new agreement after the expiration date, both parties agree that management services will be extended for one year or until another agreement or extension is provided by the Agent. Either party may terminate this agreement with 60 days written notice to the other party or parties.

**AGENT'S AUTHORITIES AND OBLIGATIONS**

- Owner hereby confers upon Agent the following authorities and obligations:
1. To advertise the availability of the Premises through Christies Gulf Beach Rentals website and third-party websites and directly to influencers. To use an electronic lock to permit access to the Premises to the Agent, guests, and maintenance vendors. Owner acknowledges that Agent is not insuring Owner against theft, loss, utility usage, or vandalism resulting from such access or while the unit is vacant.
  2. Guests will be advised of the terms and conditions of their use of the property. They will agree to comply with the terms and conditions. From time to time, a guest may inflict damage upon the property or remove item(s) without permission. The owner acknowledges that this is a cost of doing business and agrees to repair or replace as necessary to maintain the property in good operating condition. The owner agrees that the Agent is not liable for damage or removal of items by guests. Guests are responsible for damage or theft caused during their stay as stipulated in the agreement they sign with the third party to follow the rules established by the host/owner. (In some cases a third party may reimburse for damages, e.g., Airbnb). Violations of the guest/host/third party agreement will be addressed by Agent if and when discovered. Agent is not responsible for guest violations of the policy.
  3. To follow the Pet Policy the owner must provide instructions about the acceptance of pets. Type, number, size, etc. **No animals.**
  4. To collect rents, security deposits, and other receipts, and to deposit such monies into the owner's bank account. All funds collected from guests through the reservation system will be considered pre-payment for their stay. The agent will only disburse funds to the Owner after the guest has completed their stay. Funds will be disbursed by the 10th of the following month directly into the owner's bank account. The owner acknowledges that only funds received and earned will be disbursed. Funds from guests staying the last few days of the month, where payment is not earned until the next month, will be paid in the next cycle.
  5. The agent will submit on behalf of the owner, sales tax payments required by Mississippi law, monthly. Taxes are collected from guests as a separate line item and are not subject to the Agent's management fee. The current sales tax rate is 12% of the gross amount paid directly through our website or a third party (the tax rate may change). The gross amount does not include cleaning fees. Airbnb and VRBO currently pay taxes to the state on behalf of the Owner. Tax payments are recorded in the owner's report. Taxes only apply to short-term rentals.
  6. To employ attorneys to enforce the Owner's rights under third-party agreements and institute legal action on behalf of the Owner.
  7. The owner can use the property only after consulting with the Agent and scheduling their stay in advance. There is a cleaning fee which must be paid for owners and their guests. A cleaning fee will be deducted from the monthly reimbursement. The exception to the cleaning fee is if the owner leaves the property **EXACTLY** as they found it.
  8. Cleaning fees are charged directly to guests. The owner does not participate in the cleaning fee income, this amount is deducted from the fees collected from 3rd party providers and any guests booking through the Christies Gulf Beach Rentals website.
  9. To provide reasonably necessary services for the proper management of the property including recommending reporting observations including recommended, alterations, and repairs as may be required by the Owner. A guest information binder will be prepared and placed on the property. This requires Owner participation to complete. The guest information binder and its contents remain the property of Christies Gulf Beach Rentals should the agreement terminate. The contents are considered proprietary even with the Owner's input. Christies Gulf Beach Rentals will attempt to obtain compensation from third parties should guests create damage to the property that Agent is aware of. VRBO and AirBnb have programs but they are not very effective, regardless effort will be made have them pay if the guests refuse to pay for damage.
  10. To hire, supervise, and discharge all independent contractors required in the operation, maintenance, and refurbishment of the property. The agent has a preferred vendor list that they will primarily use for any repairs at the premises. In order to reduce liability to the Owner and comply with federal law, All invoices are billed to the Owner in the care of the Agent. Owner has the option to perform all repairs.
  11. To contract for repairs or alterations at a cost to the Owner not to exceed \$350.00 per repair (repair limit does not apply to HVAC or water heater repairs/replacement). The agent is not required to notify the Owner of repairs under \$350.00 authorized limit prior to ordering or completion of the repair (regular communication will ensure the owner is aware). Invoice copies will be maintained by the Agent as required by law and will not be provided to the Owner, except under a separate agreement at an additional fee. Expenses above the repair limit shall be in such amounts as agreed by the Owner and Agent, except recurring (monthly) operating charges and/or emergency repairs in excess of the maximum. Owner authorizes Agent to use reserve or other Owner's funds held by the Agent for repairs that are necessary to protect the Premises from damage or to maintain services to the tenant as required in their leases or by local, state, or federal laws.
  12. To contract for emergency repairs and expenses that are necessary for the protection of the property from damage, or to provide services to the tenants provided for in their leases and the Landlord Tenant Act, (including but not limited to: HVAC failures, water line breakage, sewage backflow, roof, structural or other failures). Owner will be notified the next business day or sooner about emergency repairs.
  13. To contact as Agent deems necessary for utilities, appliances, services, non-tenant related pest control (termites, bees, scorpions, etc.), and supplies for the operation, maintenance, and safety of the Premises. Owner agrees to turn on necessary utilities in their name.
  14. Agent will attempt to manipulate the air conditioning system to reduce the owner's cost. Agent strongly recommends that the Owner have a wifi thermostat installed to provide the Agent with control of the comfort of the guests while attempting to reduce the cost of utilities to operate the system when vacant.
  15. To replace, install, or repair smoke and carbon monoxide detectors and/or alarms as required by law. The fee for this service is included in the fee schedule.
  16. To cooperate with various home warranty companies in the maintenance of the property (when applicable). If warranties are not presented at the time of PMA commencement, the Agent will not be liable for work performed by a repair service of the Agent's choice. Should Agent determine that the warranty company or its subcontractor is unresponsive or untimely, Agent may contract for necessary repairs with a repair service company of their choice at Owner's expense. Owner assumes all responsibility for the renewal of warranty contract(s) and payment of policy premiums. A warranty coordination fee may be charged at the Agent hourly rate if working with the warranty company causes the Agent to spend time above and beyond a normal repair.
  17. To report Owner income as required by law and issue the Owner an IRS 1099 Miscellaneous Income form (or IRS 1042S Income form for foreign investors) for all taxable funds received. Owner consents to receive substitute IRS forms online and acknowledges they have the ability to access their online portal. Instructions for

# MINUTES OF AUGUST 14, 2025

## REGULAR MEETING

### LONG BEACH PLANNING and DEVELOPMENT COMMISSION

printing forms and making changes to Owner information is provided through the Owners online portal. In the event the Owner can not access their tax forms online, a paper copy can be provided upon written request to Agent. Owner agrees to complete a W-9 or other applicable tax forms with an accurate tax identification number and address, in addition to any other requested information or required tax form, and to notify the Agent of any changes. Any fines assessed due to inaccurate information provided by Owner or changes to Owner's information will be charged to the Owner.

18. To maintain accurate records of all monies received and disbursed in connection with the management of the property, Owner has 24/7 web access to financial data and has the right to access their data through the Client Portal.

19. To deposit net proceeds into Owner accounts on or about the 10th of the following month.

Owners requesting a check at any other time of the month may be charged an "out of cycle" \$25.00 processing fee. Funds will be sent through the Agent's bank bill pay which may or may not create an electronic transfer to the Owner's bank account. Payments will not be mailed, funds must be deposited directly into the Owners bank account. Wire transfers require additional fees and will only be done upon request at the owner's cost. The owner will provide an email address for online statement notification and bank account information for direct deposit purposes. Should an email address or bank account change, the Owner agrees to notify the Agent. Agents will provide access to owners' reports via a link to a Google Sheet. This report is available 24/7 and owners will be responsible for viewing this report at their leisure. No report will be sent as this report will be updated as new information is provided.

20. Other authorized expenses: None. Any loan payments, property taxes, privilege use taxes, insurance and homeowners association payments are the direct responsibility of Owner. Owner may direct Agent to make payments on his behalf, using coupons, vouchers, or billing statements, which must be provided by Owner. An accounting service fee (see fee schedule) per month for additional services (monthly impound accounts, property tax payments, acting as Owner's statutory agent, etc.) will be charged as services are rendered. Owner is solely liable for any changes. If the Agent does not receive payment instructions in a timely fashion, the Owner is solely liable and no payment will be made. Agent is not responsible for any late fees and/or credit issues due to late payments for any items referred to in this paragraph. Agent cannot under any circumstances advance money for payment of Owner's obligation.

20. Agents from time to time will refer individuals requesting a stay at Owners property to stay at other owners properties when the Owners property is booked. In exchange, Agent will book guests that are overages on other owners' properties that Agent manages. Owner receives compensation based upon the rate paid to the original owner, less Agent's usual commission, cleaning fees and taxes if applicable.

21. Additional Terms: This is the only contract with a property management company that is valid. Any previous agreements with property managers or persons to manage the property have been terminated. The Owner understands that Agent will not interfere with an existing contract and Owner agrees to indemnify Agent against any claims from previous contractors.

#### OWNER'S OBLIGATIONS

1. Owner agrees to carry, at Owner's expense, bodily injury, property damage and personal injury liability insurance in the amount of not less than \$300,000 per person or three hundred thousand (\$300,000) if the Premises contain a pool, attractive nuisance or latent defects. In cases of a condominium/townhouse policy, Owner shall carry a minimum of \$300,000 additional liability. The policy shall be written on a comprehensive general liability form and shall name the Agent as additional insured. Owner shall immediately furnish Agent with a certificate of insurance evidencing that the coverage is in force with a carrier acceptable to Agent. If Owner does not provide evidence of such insurance, Agent may purchase such coverage at Owner's expense. In the event the Agent receives notice that said insurance coverage is to be canceled, the Agent shall have the option to immediately cancel this agreement. POLICY # \_OICH3MS\_01275096-5 to be provided. Insurance agent is Orion 180 Insurance Services, 930 S. Harbor City Blvd, Melbourne, FL 32901

4. If the Premises has a pool, the Owner, at Owner's expense, shall comply with all applicable state, county, and municipal swimming pool barrier laws or regulations prior to the Premises being occupied. Each city code varies and information can be located at the city's governmental website.

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5. Owner represents that Owner has the legal authority to lease the Premises. The undersigned Owner of the property hereby affirms that: a.) The property is insured as a rental, with an Agent named as additional insured, and b.) The Homeowners Association (HOA) is aware of and approves the use of the property as a rental.

6. Owner will disclose in writing all known defects, latent or obvious, to the Agent and warrants that the Premises are in a safe and sanitary condition as of the contract date. Agent will provide a preferred disclosure form for Owner convenience, but regardless of the form used, the Owner acknowledges that failure to make legally required disclosures may result in civil liability. Owner shall comply with all lead-based paint (LBP) laws. If the property was built prior to 1978, Owner shall notify the Agent of any known LBP or LBP hazards in the Premises and provide the Agent with any LBP risk assessments or inspections of the Premises. Further, Owner agrees to provide EPA-approved LBP forms upon Agent request.

7. Owner shall fulfill all Owner's obligations to the Guest pursuant to the rental agreement as required by law.

8. Owner agrees that Agent shall handle Guest relations and Agent discourages Owner from contacting the guests directly. Owner shall not visit or enter premises without notifying the Agent in advance to determine if there is a Guest in residence.

9. Owner shall not hire or contract with any employee of the Agent to do any work or perform any service related to the Premises without the Agent prior written consent.

10. Owner agrees that Agent will set prices for the property based upon research of the market at the time and other factors that will lead Agent to price the property competitively. Agent will consult the owner when major price changes are to be made. Owner acknowledges that 3rd party platforms offer discounts for new properties which will reduce the rate paid by guests for some first rentals.

11. Owner certifies that all mortgage obligations, property taxes, association fees (and/or any other obligations which could lead to any default or foreclosure action against the Premises) are current at this time and further agrees to keep them current and paid in full as required. Should the Agent be notified in any manner that a foreclosure action has been initiated against the subject property, the Owner authorizes Agent to freeze all funds related to that property and Agent will make no further disbursement to the Owner. Owner has 30 days to cure the default that initiated the foreclosure action or provide evidence that the foreclosure was initiated erroneously by the lending institution. Should Owner fail to cure the default, Owner authorizes Agent to refund the prepaid funds to Guest and to deduct from any Owner's funds on hand with Agent all amounts due to Agent or Guest including, but not limited to, any refund to Guest of prorated payment. Owner

and Agent agrees that nothing in this paragraph shall limit Agent's other legal remedies to collect from Owner any unpaid fees due to Agent.

12. Owner agrees to purchase any business license or other license required by the applicable governmental authority and pay any fees or taxes when due. Owner, at Owner's expense, Agent agrees to assist Owner in applying for licensing and registering the Premises with the appropriate county on the owner's behalf.

13. Owner agrees to notify the Agent immediately of any changes in the Owner's contact information (including but not limited to) mailing address, phone number, email address, and banking information (for ACH payments). Owner agrees to notify the Agent immediately of any change in ownership or title for the Premises.

14. Neither Agent nor Owner may assign any rights or obligations pursuant to the Property Management agreement without the prior consent of the other party. This agreement is entered into by and between the Owner and Agent, and shall be binding upon the successor and assigns of the Agent, and the heirs, executors, administrators, successors, and assigns of the Owner in the event of death or other incapacitation of either party.

15. The parties to this agreement agree that neither side will request a jury trial in the event of litigation. The parties specifically waive their right to a jury trial and agree that any court action is determined by a Judge only.

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MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION  
COMPENSATION

Owner agrees to pay Agent fees for services rendered at the rates in Attachment A - Fee Schedule. The owner agrees to assign to the Agent all guest payments (including guest payments paid directly to the Owner) and other income collected for the purposes specified in this Agreement, including the payment of obligations incurred. Such compensation is due and payable on demand and may be collected from any of the Owner's funds.

MANAGEMENT SERVICES: The owner agrees that the management fee represents payment for management and marketing services. The management fee listed in Attachment A -

ACCEPTANCE OF PRIOR MANAGER'S BOOKINGS: Owner agrees to compensate Agent the amount of 10% of gross revenue except for cleaning fees, for any and all bookings that were booked by prior managers but occur after this agreement is signed. Owner agrees to provide Agent a complete list of all bookings with details about guests, dates, revenue and all other information usually collected for a booking.

CLIENT PORTAL: The client portal is the way Owner will see documents related to collection of guest fees and other revenue. Owner will be responsible to view the portal and printing as needed copies of the report. Only revenue where Agent receives payment will be recorded.

SALE OF PROPERTY: By separate agreement, the Agent is affiliated with Logan-Anderson, Gulf Coastal Realtors

OTHER SERVICES: See Attachment A - Fee schedule. Should the Owner agree to any supplemental services such as accounting, the Owner will indicate that this is a service they desire by initialing the line item on the Attachment.

ACCESS TO PROPERTY: No persons are permitted access to the property including owners without prior notice to Agent. This notice should be by text or email to create a record. Owners and owners friends, family or associates may use the property after booking their stay. This booking is sufficient notice. If contractors or others need access, owner is to contact Agent in advance to arrange for this. If anything is added or removed from the property by owners contractors or others that the owner has asked for access, Agent will be notified of the activity in advance.

TERMINATION: Either party may terminate this agreement with 60 days' written notice to the other party or parties. Termination without proper notice or at any time other than the agreement ending date will result in cancellation fees (on occupied properties). Upon termination of the management agreement, the Agent shall provide the Owner with a final accounting. Agent shall deliver to the Owner a final accounting statement and Owner distribution check within 35 days of the termination date. Any prepayments held will be transferred into the Owner's funds after deducting the management fee for the work to obtain the reservation. The owner will receive a list of any scheduled reservations. There is a \$300 early termination fee to compensate the Agent for work completed on behalf of the Owner to modify the Agent's websites and to remove third-party postings, except in case of Owner default, and accounted for in the final statement. Should there remain additional outstanding payables, known or expected, the Agent may withhold an estimated amount to cover them and account to the Owner as soon as the payment is made but not to exceed 75 days from the termination date. Should the Owner have a shortage in his account to cover all final payables, the Owner agrees to deliver funds to the Agent upon demand within five (5) calendar days.

In the event of foreclosure, Agent shall be entitled to all of the management fees that would be due to Agent through the end of the management agreement or lease (whichever ends later). If the Owner cancels at any time other than the management agreement ending date with a tenant in place, full management fees are due for the 60-day cancellation period. Neither termination of this agreement by either party nor sale or foreclosure of the Premises, shall affect the obligation of Owner to pay the commission to the Agent.

TERMINATION OF AGREEMENT

If Owner or Agent decides to terminate this agreement per the provisions included in this agreement, the Agent is under no obligation to provide any data regarding reservations in place for Owners property beyond the termination date. The Agent may find other accommodation for guests or upon payment by Owner to Agent for the uncompensated effort to advertise and manage the guest reservation system and provide information about guest

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reservations. There is a \$300 early termination fee for any agreement terminated by Owner prior to the expiration of this agreement.

OTHER TERMS

Unless otherwise provided, delivery of all notices, statements, reports, and disbursements ("Notice") required or permitted hereunder shall be delivered in writing addressed to Owner or Agent and deemed delivered and received when: (i) hand-delivered; (ii) sent via facsimile transmission, (iii) sent via electronic mail, if email addresses provided herein; (iv) sent via recognized overnight courier service; or (v) sent by U.S. mail, in which case the Notice shall be deemed received when actually received or five (5) days after the Notice is mailed, whichever occurs first. This is intended to be a legally binding contract.

This Agreement shall be governed by Mississippi law and jurisdiction is exclusively conferred on the State of Mississippi. No representation is made as to the legal validity or adequacy of any provision or the tax consequences thereof. Owner acknowledges and agrees that the Agent may now or in the future represent other owners of similar properties. The owner recognizes, acknowledges, and agrees that the Agent is not qualified or licensed to provide legal or tax advice. If you desire legal or tax advice, consult your attorney or tax advisor. This agreement and applicable attachments are the entire agreement between the Owner and Agent, and there are no other covenants, promises, agreements, conditions, or understandings, oral or written between them. Any change or alteration to this agreement must be in writing. Agent may modify this agreement with a minimum 30-day written notice to Owner. Modifications may apply to this agreement and any future revisions. Owner agrees to pay applicable state gross receipts tax (service tax) if adopted by the state. If any provision in this agreement is held by any Court to be unlawful, invalid or unenforceable, that provision shall be voided, but all other terms and conditions shall remain in effect. Agent will not be responsible to account for such interest to Owner. In the event of any legal action by the parties arising out of this agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs, to be determined by the court in which such action is brought. If any of the Premises shall ever be foreclosed upon or condemned, this agreement shall immediately be terminated without further action or notification required by either party. Agent accepts employment under the term of and agrees to use diligence in the exercise of the obligations, duties, and authorities herein upon Agent.

Virginia Lynn Hutchinson 8/2/25  
CLIENT SIGNATURE DATE

CLIENT RESPONSIBLE PARTY: Lynn Hutchinson  
CLIENT COMPANY NAME: None  
CLIENT TAX ID: 425-21-3633  
CLIENT MAILING ADDRESS: 551 Shiloh Rd, Brandon, MS 39042  
NAME OF PROPERTY: Maison du Monde

GULF COAST PROPERTY MANAGEMENT 8/2/25  
DATE



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**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

<b>CERTIFICATE OF INSURANCE</b> <b>COMMON POLICY DECLARATIONS</b> State of Mississippi		
<b>Previous Number</b> NEW	<b>Certificate Number</b> 24SSIU121248	
<b>This Declaration is attached to and forms part of certificate provisions.</b>		
Insurance effected with Certain Underwriters at Lloyds of London 1402		<b>AUTHORITY REF. NO.</b> Per Insurer Participation Schedule
<b>INSURED NAME &amp; MAILING ADDRESS:</b> Virginia Hutchinson 551 Shiloh Road Brandon, MS 39042	<b>BROKER:</b> SSIU, LLC PO Box 639 Daphne, AL 36526	<b>PRODUCING AGENT:</b> Pyron Coastal Insurance LLC (Gulfport) Joseph T Norton MS LIC #: 10310158
<b>POLICY PERIOD FROM:</b> 08/05/2025 <b>TO</b> 08/05/2026 <b>POLICY TERM:</b> 12:01 A.M. Standard Time at the Residence Premises		
<b>LOCATION ADDRESS(s):</b> 115 Vance Place Long Beach, MS 39560		<b>POLICY TYPE:</b> DP-3 <b>OCCUPANCY:</b> Rental(Short-Term)
<b>COVERAGES</b>	<b>LOSS SETTLEMENT TYPE</b>	<b>LIMIT OF LIABILITY</b>
SECTION I - AS PER FORM A) DWELLING B) OTHER STRUCTURES C) PERSONAL PROPERTY D) LOSS OF USE / RENTS	RCV  RCV RCV	\$390,698 No Coverage \$15,000 \$20,000
SECTION II - AS PER FORM E) PERSONAL LIABILITY F) MEDICAL EXPENSE		\$300,000 \$5,000
<b>Total Premium:</b>		\$1,947.72
<b>POLICY FEE - STANDARD</b>		\$150.00
<b>MWUA TAX</b>		\$62.93
<b>Surplus Lines Tax</b>		\$83.91
<b>MS Stamping</b>		\$5.24
<b>TOTAL:</b>		\$2,249.80
<b>DEDUCTIBLES</b> (Section 1 Only):	ALL OTHER PERILS: \$2,500 WIND & HAIL: EXCL.  FLOOD: EXCL.	
<b>FORMS AND ENDORSEMENTS:</b> This policy is made and accepted subject to the above statement together with the provisions, stipulations and agreements contained in the following form(s) and endorsement(s): See Schedule of Forms and Endorsements		
<b>NOTE:</b> This insurance policy is issued pursuant to Mississippi Law covering surplus lines insurance. The company issuing the policy is not licensed by the State of Mississippi but is authorized to do business in Mississippi as a non-admitted company. The policy is not protected by the Mississippi Insurance Guaranty Association in the event of the insurer's insolvency.		
LICENSE #: 10310158    NAME: Joseph Taylor Norton		
<b>MORTGAGEE(s):</b>		
<b>This policy shall not be valid unless countersigned by our authorized agent:</b>		
<b>COUNTERSIGNED</b> Date: 08/06/2025		By: <i>J. Taylor Norton</i>

**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

After considerable discussion, Commissioner Suthoff made motion, seconded by Commissioner Brown and unanimously carried table the application due to the applicant not being present.

\*\*\*\*\*

It came for discussion under New Business, a Certificate of Resubdivision for the property located at 20137 Lover's Lane, Tax Parcels 0511J-02-210.000 and 0511J-02-011.000, submitted by Reginald and Lynda Bass and Joint Revocable Trust, as follows:



**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**



CITY OF LONG BEACH  
PLANNING DEPARTMENT  
201 JEFF DAVIS AVENUE  
PO BOX 929  
LONG BEACH, MS 39560  
(228) 863-1554  
(228) 863-1558 FAX

Office use only  
Date Received 7/23/25  
Zoning R-1  
Agenda Date 8/14/25  
Check Number 142

**APPLICATION FOR CERTIFICATE OF RESUBDIVISION**

- I. TYPE OF CASE: CERTIFICATE OF RESUBDIVISION
- II. ADVALOREM TAX PARCEL NUMBER(S): 05115-02-210.000 & 05115-02-011.000
- III. GENERAL LOCATION OF PROPERTY INVOLVED: LOVER'S LANE
- IV. ADDRESS OF PROPERTY INVOLVED: 20137 LOVER'S LANE
- V. GENERAL DESCRIPTION OF REQUEST: Resubdivision of 2 PROPERTIES  
Into 2 PROPERTIES REALIGNING LOT LINES
- VI. REQUIRED ATTACHMENTS:
- A. Resubdivision Survey and Certificate (see attached example) on no less than 11" X 17" paper.
  - B. Cash or check payable to the City of Long Beach in the amount of \$375.00
  - C. Proof of ownership (copy of recorded warranty deed) if applicable proof of authority to act as agent for owner.

**\*\*\*NOTE\*\*\* APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE LISTED DOCUMENTS.**

VII. OWNERSHIP AND CERTIFICATION:

**READ BEFORE EXECUTING**, the applicant acknowledges that, in signing this application, all conditions and requirements inherent in the process have been fully explained and understood, including the timetable for processing the application, the completed application with all necessary documents and payments must be returned to the Planning office not later than fifteen (15) days before the 2<sup>nd</sup> or 4<sup>th</sup> Thursday of each month. Receipt of fee(s) does not constitute receipt of a completed application.

**Ownership:** I the undersigned due hereby agree to all the rules and regulations as set forth in the Long Beach Zoning Ordinance and agree to pay all fees and charges as stated.

Reginald and Lynda Bass  
Joint Revocable Trust

Name of Rightful Owner (PRINT)

Name of Agent (PRINT)

P.O. Box 837

Owner's Mailing Address

Agent's Mailing Address

L.B. MS 3956

City / State Zip

City State Zip

Gene (228) 861-3028 - Lynda (228) 861-3029

Phone

Phone

Reginald Eugene Bass

Signature of Rightful Owner

7-23-25

Date

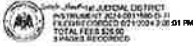
Reginald Eugene Bass

Signature of Applicant

7-23-25

Date

MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



PREPARED BY AND RETURN TO: HENRY N. DICK, III, MSB#10113  
PAGE, MANNINO, PERESICH & MCDERMOTT, P.L.L.C.  
POST OFFICE DRAWER 189  
BILLOXI, MS 39533-0289  
(228) 374-2100

TITLE NOT EXAMINED INDEXING INSTRUCTIONS:  
NE 1/4 of NW 1/4, Section 10-B-12,  
Harrison County, MS, 11D

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

QUITCLAIM DEED

FOR AND IN CONSIDERATION of the sum of Ten and no/100 Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, the undersigned,

REGINALD EUGENE BASS and LYNDA A. BASS,  
510 Mockingbird Drive, Long Beach, Mississippi 39560, (228) 861-3028,

do hereby sell, convey and quitclaim unto

Reginald Eugene Bass and Lynda Ann LeGrone Bass, Trustees of the  
REGINALD AND LYNDA BASS JOINT REVOCABLE TRUST, dtd. June 20, 2024,  
510 Mockingbird Drive, Long Beach, Mississippi 39560, (228) 861-3028,

all of their right, title and interest in and to the following described real property, together with all improvements thereon, located in the First Judicial District of Harrison County, State of Mississippi, to wit:

See Exhibit "A" attached hereto

This conveyance is subject to all restrictions, reservations, easements and right of ways affecting said property on file and of record in the Office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi.

Ad valorem taxes for the year are hereby assumed by the Grantee herein, who will pay same when due.

EXECUTED to be effective as of this 20<sup>th</sup> day of June, 2024, but acknowledged as of the date set forth in the acknowledgment below.

Reginald Eugene Bass

Lynda A. Bass

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for the said County and State, on this 20<sup>th</sup> day of June, 2024, within my jurisdiction, the within named, REGINALD EUGENE BASS and LYNDA A. BASS, who acknowledged that they executed the above and foregoing instrument.



EXHIBIT "A"

That certain parcel of land beginning at a stake 660 West of the Southeast corner of the Northeast Quarter of the Northeast Quarter of the Northwest Quarter (NE 1/4 of NE 1/4 of NW 1/4) of Section 10, Township 8 South, Range 12 West, and running thence North 645 feet to a stake in the South side of a public road; running thence West along said road a distance of 132 feet; running thence South 645 feet to the South line of said Northeast Quarter of Northwest Quarter (NE 1/4 of NW 1/4) of said section; running thence East 132 feet to the POINT OF BEGINNING.

Said land being bounded on the West by property of Lee Alexander, on the East by the land of Lemuel W. McDaniel, and being located in and a part of what would be the Northeast Quarter of the Northwest Quarter (NE 1/4 of NW 1/4) of Section 10, Township 8 South, Range 12 West, if said section were regularly surveyed and laid out.

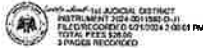
And being a part of the property conveyed by W. J. Cooper, et ux to Mrs. Fannie Salters by deed dated December 30, 1935, and recorded in Book 208 at Page 205 of the Deed Records of Harrison County, Mississippi.

Together with all improvements thereon and all appurtenances thereunto belonging; and particularly including all water rights and interests in artesian well acquired by the grantors herein by virtue of their deed from Mrs. Fannie Salters, et al, dated June 30, 1947, and recorded in Book 300 at Page 234 of the Deed Records of Harrison County, Mississippi, and all other water rights or artesian well rights in any way appertaining to or used on said land.

Being the same property conveyed by REGINALD EUGENE BASS and LYNDA L. BASS to REGINALD EUGENE BASS and LYNDA A. BASS, in that certain Quitclaim Deed dated February 12, 2021, and recorded February 18, 2021, in the office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi in the land deed records as instrument Number 2021-2305-D-11.

Page, Mannino, Peresich & McDermott, PLLC, prepared the foregoing instrument based solely on instructions from Grantor and has not independently verified the legal description or title to the property described herein. Further, by accepting and recording this deed, Grantee agrees and understands that the preparer of this deed has not made a search of the title to this property and gives no opinion as to the condition of the title.

MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION



PREPARED BY AND RETURN TO: HENRY N. DICK, III, MISSISSIPPI  
PAGE, MANNING, PERESICH &  
MCDERMOTT, P.L.L.C.  
POST OFFICE DRAWER 289  
BILOXI, MS 39533-0289  
(228) 374-2100

TITLE NOT EXAMINED INDEXING INSTRUCTIONS:  
NE 1/4 of NW 1/4, Section 10, T8S-R12W,  
Harrison County, MS, 1JD

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

QUITCLAIM DEED

FOR AND IN CONSIDERATION of the sum of Ten and no/100 Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, the undersigned,

REGINALD EUGENE BASS and LYNDA ANN BASS,  
510 Mockingbird Drive, Long Beach, Mississippi 39560, (228) 861-3028,

do hereby sell, convey and quitclaim unto

Reginald Eugene Bass and Lynda Ann LeGrone Bass, Trustees of the  
REGINALD AND LYNDA BASS JOINT REVOCABLE TRUST, dtd. June 20, 2024,  
510 Mockingbird Drive, Long Beach, Mississippi 39560, (228) 861-3028,

all of their right, title and interest in and to the following described real property, together with all improvements thereon, located in the First Judicial District of Harrison County, State of Mississippi, to-wit:

See Exhibit "A" attached hereto

This conveyance is subject to all restrictions, reservations, easements and right of ways affecting said property on file and of record in the Office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi.

Ad valorem taxes for the year are hereby assumed by the Grantee herein, who will pay same when due.

EXECUTED to be effective as of this 20<sup>th</sup> day of June, 2024, but acknowledged as of the date set forth in the acknowledgment below.

Reginald Eugene Bass

Lynda Ann Bass

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for the said County and state, on this 20<sup>th</sup> day of June, 2024, within my jurisdiction, the within named, REGINALD EUGENE BASS and LYNDA ANN BASS, who acknowledged that they executed the above and foregoing instrument.



JEAN-MARIE BLUM  
NOTARY PUBLIC

A:\3\30000\Long Beach\2024\2024-061582-0-11\Long Beach-2024-061582-0-11.pdf

EXHIBIT "A"

That certain parcel of land described as beginning at a stake 792 feet West of the Southeast corner of the Northeast Quarter of the Northwest Quarter (NE 1/4 of NW 1/4) of Section 10, Township 8 South, Range 12 West, and running thence North 645 feet to a stake in the South side of a road; running thence West 66 feet; thence South 645 feet; thence East 66 feet to the POINT OF BEGINNING. Said parcel of land being bounded on the West by property already owned by Lee Alexander, on the North by a road, and on the East by the balance of the land owned by J. E. Parker and wife, and being located in and a part of what would be the Northeast Quarter of the Northwest Quarter (NE 1/4 of NW 1/4) of Section 10, Township 8 South, Range 12 West, if same were regularly laid out and surveyed. The above parcel of land constitutes the West 66 feet of that parcel of land conveyed by Rube Salters and wife to J. E. Parker and wife, by deed dated June 30, 1947, recorded in Deed Book 300 at Pages 234-235 in Harrison County, Mississippi.

Being the same property conveyed by ANDREW N. LEVENS to REGINALD EUGENE BASS and LYNDA ANN BASS, in that certain Warranty Deed dated and recorded November 30, 2016, in the office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi in the land deed records as Instrument Number 2016-8938-D-1.

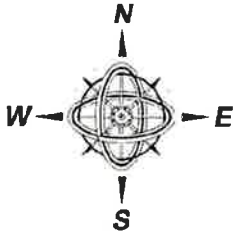
Page, Mannino, Peresich & McDermott, PLLC, prepared the foregoing instrument based solely on instructions from Grantor and has not independently verified the legal description. The accuracy, correctness and completeness of the legal description set forth herein is not warranted by Page, Mannino, Peresich & McDermott, PLLC.



MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION

EXISTING

A LOT LINE REARRANGEMENT SURVEY  
OF COUNTY PARCEL NUMBERS  
0511J-02-010.000 AND 0511J-02-011.000,  
CITY OF LONG BEACH, FIRST JUDICIAL  
DISTRICT OF HARRISON COUNTY,  
MISSISSIPPI.



SCALE 1" = 60'  
REFERENCE: GRID NORTH  
BY GPS OBSERVATION  
(DATUM=NAD 83)

- REFERENCE MATERIALS:
- 1.) 111-H-1 7016-8939-11-J1
  - 2.) DEED 2021-2305-D-11
  - 3.) HARRISON COUNTY TAX MAPS AND GEOPORTAL

- NOTES:
- 1.) FIELD SURVEY PERFORMED WITH A TOPCON GR5 GPS RECEIVER
  - 2.) STATE PLANE COORDINATES AND BEARINGS SHOWN HEREON ARE DERIVED BY GPS OBSERVATION UTILIZING THE EARL DUDLEY, INC. RTK NETWORK, AND ARE BASED ON SPC (2011 M.S.F.)
  - 3.) UNLESS OTHERWISE NOTED THIS SURVEY IS LIMITED TO ABOVE GROUND AND VISIBLE UTILITIES. A MISSISSIPPI ONE CALL SHOULD BE MADE BEFORE ANY DIGGING @ 1-800-221-6477.
  - 4.) BUILDING SETBACKS, ELEVATIONS, WETLAND DETERMINATION, AND OTHERS TO BE PRESCRIBED BY APPROPRIATE GOVERNING AGENCIES

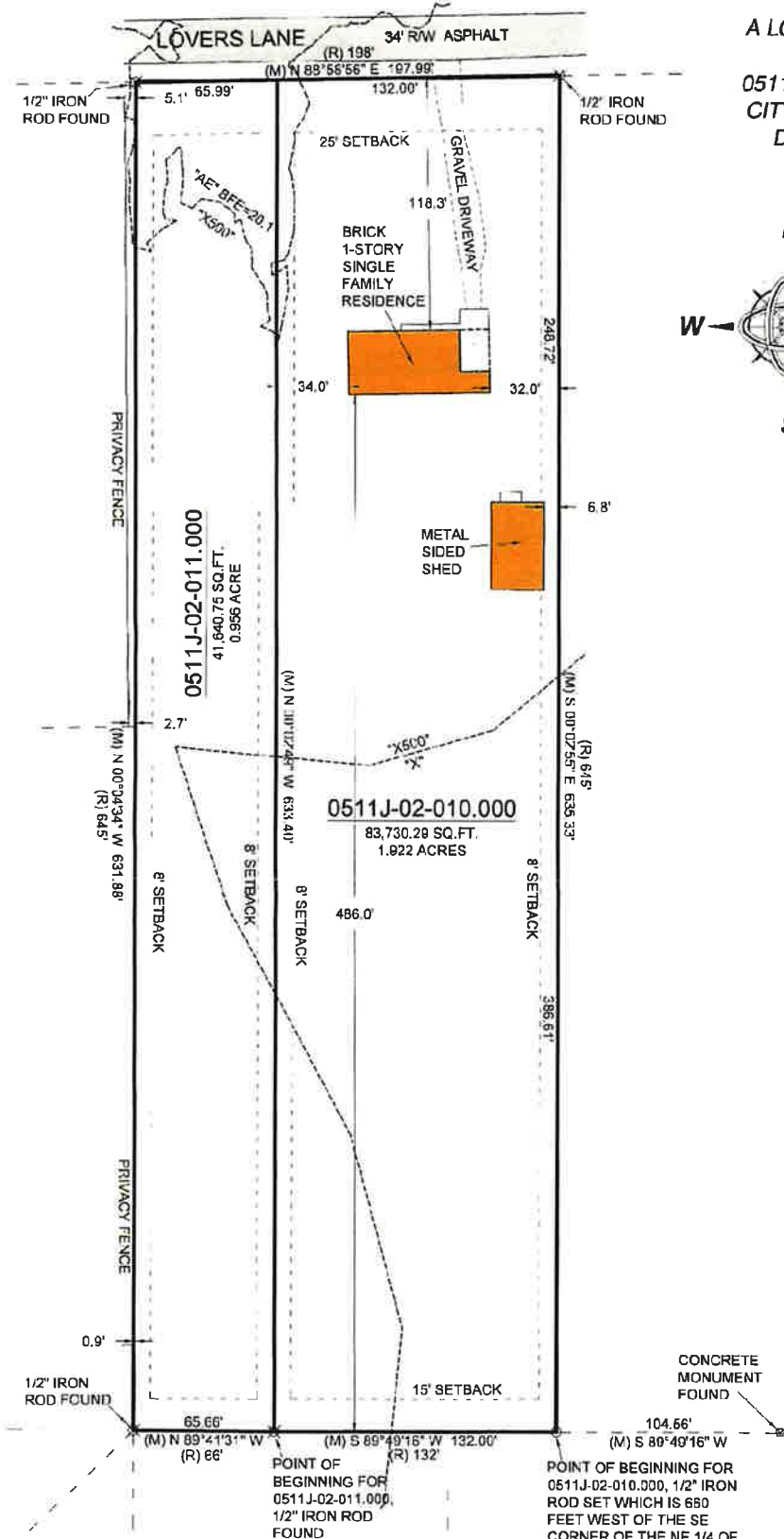
- LEGEND:
- IRON ROD FOUND
  - IRON PIPE FOUND
  - IRON ROD SET
  - SPIKE FOUND
  - SPIKE SET
  - CONCRETE MONUMENT FOUND
  - CONCRETE MONUMENT SET
  - JOINTARD KNIT FOUND
  - JOINTARD KNIT SET
  - AS MEASURED
  - AS PER RECORD
  - AS PER PLAN
  - IRON ROD FOUND
  - IRON ROD SET

FLOOD ZONE NOTE:  
BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS LOCATED IN THE FIRM ZONES "X", "X500" AND "AE" WITH A BASE FLOOD ELEVATION OF 20.1 FEET ACCORDING TO MAP NUMBER 28047C0356G, DATED JUNE 16, 2009. THE ABOVE STATEMENT IS FOR INFORMATION ONLY AND DOES NOT REPRESENT THIS SURVEYOR'S OPINION OF THE PROBABILITY OF FLOODING. THIS SURVEYOR ASSUMES NO LIABILITY FOR THE CORRECTNESS OF THE CITED MAP.

CLIENTS: REGINALD EUGENE BASS AND  
LYNDA ANN BASS  
DATE OF FIELD WORK: 7/17/2025  
DRAWN BY: CAC  
JOB NUMBER: 25189

PREPARED BY:

CROSBY SURVEYING  
716 LIVE OAK DRIVE  
BILLOXI, MS 39532 PHONE: 228-234-1649



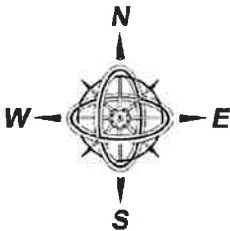
GPS OBSERVATION  
NOTE  
TOPCON VR RECEIVER WAS  
USED FOR GPS OBSERVATION,  
UTILIZING THE EARL DUDLEY, INC.  
REAL-TIME NETWORK



MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION

PROPOSED

A LOT LINE REARRANGEMENT SURVEY  
OF COUNTY PARCEL NUMBERS  
0511J-02-010.000 AND 0511J-02-011.000,  
CITY OF LONG BEACH, FIRST JUDICIAL  
DISTRICT OF HARRISON COUNTY,  
MISSISSIPPI.



SCALE 1" = 60'  
REFERENCE: GRID NORTH  
BY GPS OBSERVATION  
(DATUM=NAD 83)

REFERENCE MATERIALS:  
1.) DEED 2016-8938-D-J1  
2.) DEED 2021-2305-D-J1  
3.) HARRISON COUNTY TAX MAPS AND  
GEOPORTAL

NOTES:  
1.) FIELD SURVEY PERFORMED WITH A  
TOPCON GRE GPS RECEIVER.  
2.) STATE PLATE COORDINATES AND  
BEARINGS SHOWN HEREON ARE  
DERIVED BY GPS OBSERVATION  
UTILIZING THE EARL DUDLEY, INC. RTK  
NETWORK AND ARE BASED ON: SPC  
(2301 MGS D)  
3.) UNLESS OTHERWISE NOTED THIS  
SURVEY IS LIMITED TO ABOVE GROUND  
AND VISIBLE UTILITIES - A MISSISSIPPI  
ONE CALL SHOULD BE MADE BEFORE  
ANY DIGGING @ 1-800-227-6477  
4.) BUILDING SETBACKS, ELEVATIONS,  
WETLAND DETERMINATION AND ET  
CEITRA TO BE PRESCRIBED BY  
APPROPRIATE GOVERNING BODIES.

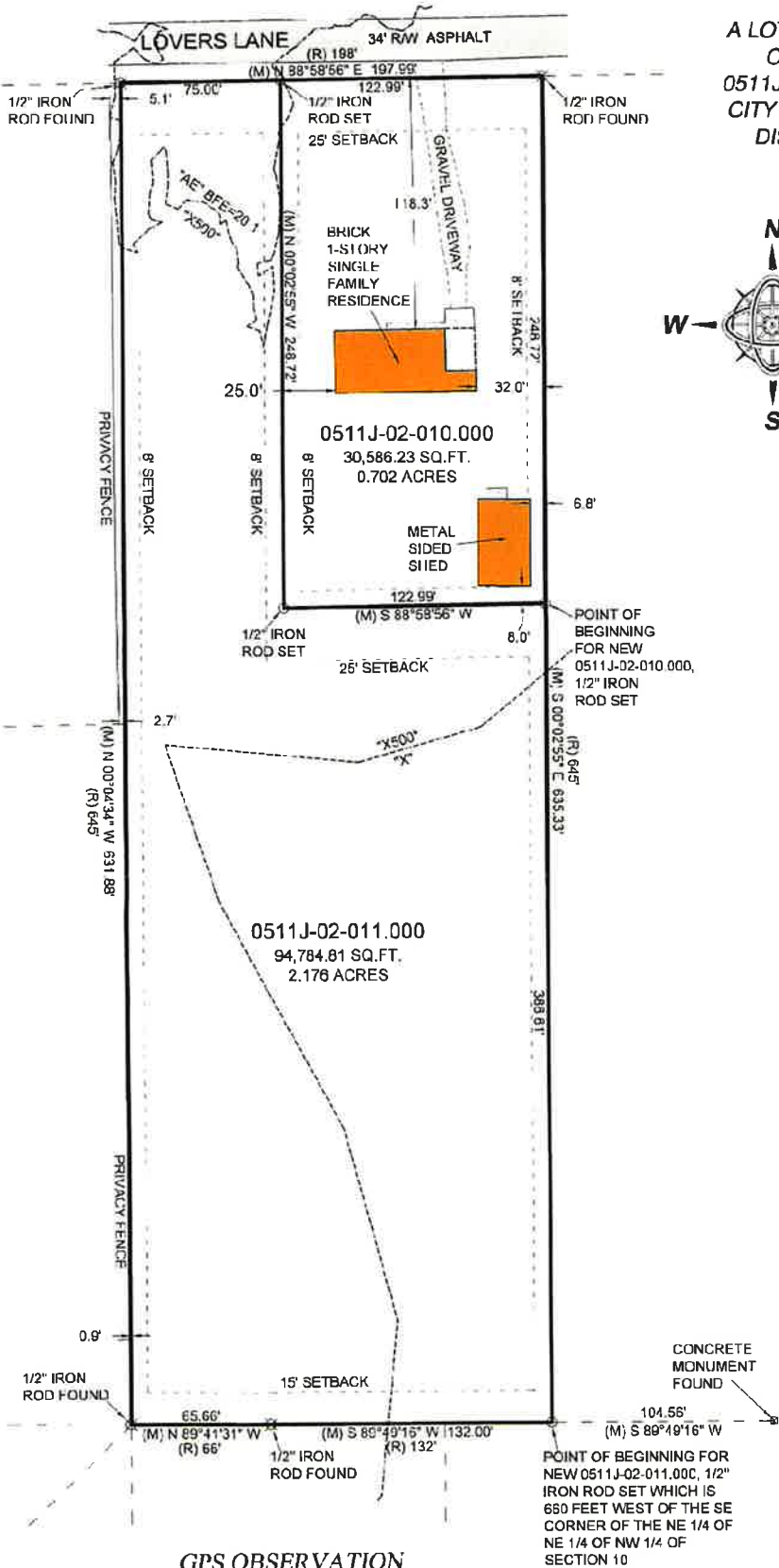
LEGEND:  
--- IRON ROD FOUND  
--- IRON PIPE FOUND  
--- IRON ROD SET  
--- SPIKE FOUND  
--- SPIKE SET  
--- CONCRETE MONUMENT FOUND  
--- CONCRETE MONUMENT SET  
--- LIGHTARD (NOT FOUND)  
(M) AS MEASURED  
(R) AS PER PLAN  
APP AS PER PLAN  
RF --- IRON ROD FOUND  
RS --- IRON ROD SET

FLOOD ZONE NOTE:  
BY GRAPHIC PLOTTING ONLY, THIS  
PROPERTY IS LOCATED IN THE FIRM  
ZONFS "X", "X500" AND "AE" WITH BASE  
FLOOD ELEVATION OF 20.1 FEET  
ACCORDING TO MAP NUMBER  
28047C0356G DATED JUNE 16, 2009. THE  
ABOVE STATEMENT IS FOR INFORMATION  
ONLY AND DOES NOT REPRESENT THIS  
SURVEYOR'S OPINION OF THE  
PROBABILITY OF FLOODING THIS  
SURVEYOR ASSUMES NO LIABILITY FOR  
THE CORRECTNESS OF THE CITED MAP.

CLIENTS: REGINALD EUGENE BASS AND  
LYNDA ANN BASS  
DATE OF FIELD WORK: 7/17/2025  
DRAWN BY: CAC  
JOB NUMBER: 25189

PREPARED BY:

CROSBY SURVEYING  
716 LIVE OAK DRIVE  
BILOXI, MS 39532 PHONE: 228-234-1649



GPS OBSERVATION  
NOTE  
TOPCON VR RECIEVER WAS  
USED FOR GPS OBSERVATION,  
UTILIZING THE EARL DUDLEY, INC.  
REAL-TIME NETWORK



MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION

A LOT LINE REARRANGEMENT SURVEY OF COUNTY PARCEL  
NUMBERS 0511J-02-010.000 AND 0511J-02-011.000, CITY OF  
LONG BEACH, FIRST JUDICIAL DISTRICT OF HARRISON  
COUNTY, MISSISSIPPI.

RECORD DESCRIPTION FOR PARCEL NO. 0511J-02-010.000:

THAT PROPERTY DESCRIBED IN DEED NUMBER 2021-2305-D-J1 OF THE LAND RECORDS OF THE FIRST JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI.

RECORD DESCRIPTION FOR PARCEL NO. 0511J-02-011.000:

THAT PROPERTY DESCRIBED IN DEED NUMBER 2016-8938-D-J1 OF THE LAND RECORDS OF THE FIRST JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI.

LEGAL DESCRIPTIONS OF REVISED PARCELS BY THIS LOT LINE REARRANGEMENT:  
LEGAL DESCRIPTION OF REVISED PARCEL 0511J-02-010.000, AS PER SURVEY DIMENSIONS

A PARCEL OF LAND SITUATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 10, TOWNSHIP 8 SOUTH RANGE 12 WEST, CITY OF LONG BEACH, FIRST JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS WITH THE BEARINGS BEING BASED ON STATE PLANE GRID NORTH (MS EAST ZONE 2301):  
COMMENCING AT AN IRON ROD SET AT THE SOUTHEAST CORNER OF PROPERTY OF BASS WHICH IS 660 FEET WEST OF THE SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 10; THENCE N00°02'55"W 386.61' TO AN IRON ROD SET AT THE POINT OF BEGINNING; THENCE S88°58'56"W 122.99' TO AN IRON ROD SET; THENCE N00°02'55"W 248.72' TO AN IRON ROD SET ON THE SOUTH MARGIN OF LOVERS LANE; THENCE ALONG SAID SOUTH MARGIN OF LOVERS LANE, N88°58'56"E 122.99' TO A 1/2" IRON ROD FOUND; THENCE S00°02'55"E 248.72' TO THE POINT OF BEGINNING, CONTAINING 30,566.73 SQUARE FEET OR 0.702 ACRE.

LEGAL DESCRIPTION OF REVISED PARCEL 0511J-02-011.000, AS PER SURVEY DIMENSIONS

A PARCEL OF LAND SITUATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 10, TOWNSHIP 8 SOUTH RANGE 12 WEST, CITY OF LONG BEACH, FIRST JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS WITH THE BEARINGS BEING BASED ON STATE PLANE GRID NORTH (MS EAST ZONE 2301):  
BEGINNING AT AN IRON ROD SET AT THE SOUTHEAST CORNER OF PROPERTY OF BASS WHICH IS 660 FEET WEST OF THE SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 10; THENCE S89°49'16"W 132.00' TO A 1/2" IRON ROD FOUND; THENCE N89°41'31"W 65.66' TO A 1/2" IRON ROD FOUND; THENCE N00°04'34"W 631.88' TO A 1/2" IRON ROD FOUND ON THE SOUTH MARGIN OF LOVERS LANE; THENCE ALONG SAID SOUTH MARGIN OF LOVERS LANE, N88°58'56"E 75.00' TO AN IRON ROD SET; THENCE S00°02'55"E 248.72' TO AN IRON ROD SET; THENCE N88°58'56"E 122.99' TO AN IRON ROD SET; THENCE S00°02'55"E 386.61' TO THE POINT OF BEGINNING, CONTAINING 94,784.81 SQUARE FEET OR 2.176 ACRES.

CERTIFICATE OF OWNERSHIP

I hereby certify that I am one of the owners of the property described hereon, which property is within the subdivision regulation jurisdiction of the City of Long Beach, and that I freely adopt this plan of subdivision.

Reginald Eugene Bass                      7-18-25  
REGINALD EUGENE BASS                      DATE

Subscribed and sworn to before me, in my presence this 18<sup>th</sup> day of July,  
2025 a Notary Public in and for the County of Harrison, State of Mississippi.



Jennifer Tolbert  
NOTARY PUBLIC  
My Commission Expires: 9/30/2025

BOUNDARY NOTE:

BOUNDARY SURVEYS ARE BASED UPON THE RECORDED SUBDIVISION PLAT IN CASES OF REGULAR SUBDIVISIONS LOTS. BOUNDARY SURVEYS OF PROPERTIES NOT A PART OF A REGULAR SUBDIVISION ARE BASED UPON TITLE INFORMATION PROVIDED BY THE PARTY REQUESTING THE SURVEY. BOUNDARY SURVEY PLATS REFLECT INFORMATION DISCOVERED BY THE SURVEYOR IN THE NORMAL COURSE OF WORK AND DOES NOT NECESSARILY SHOW EVERY POSSIBLE CONDITION AFFECTING THE PROPERTY. EASEMENTS, SERVITUDES, BUILDING ORDINANCES, ZONING, AND OTHER LEGAL ENCUMBERMENTS MAY EXIST. CONSULT A TITLE ATTORNEY IF YOU WISH TO DISCOVER ALL THE LEGAL ENCUMBERMENTS ATTACHED TO ANY PROPERTY.

PREPARED BY:

CLIFFORD A. CROSBY, PLS  
716 LIVE OAK DRIVE  
BILOXI, MS 39532    PHONE: 228-234-1649

CLIENTS: REGINALD EUGENE BASS AND  
LYNDA ANN BASS  
DATE OF FIELD WORK: 7/17/2025  
DRAWN BY: CAC  
JOB NUMBER: 25189



# **MINUTES OF AUGUST 14, 2025 REGULAR MEETING LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

CERTIFICATE OF OWNERSHIP

I hereby certify that I am one of the owners of the property described hereon, which property is within the subdivision regulation jurisdiction of the City of Long Beach, and that I freely adopt this plan of subdivision.

Lynda Ann Bass  
LYNDA ANN BASS

07-18-25  
DATE

Subscribed and sworn to before me, in my presence this 18<sup>th</sup> day of July, 2025, a Notary Public in and for the County of Harrison, State of Mississippi.



Jennifer Tolbert  
NOTARY PUBLIC

My Commission Expires: 9/30/2025

A LOT LINE  
REARRANGEMENT  
SURVEY OF COUNTY  
PARCEL NUMBERS  
0511J-02-010.000 AND  
0511J-02-011.000, CITY OF  
LONG BEACH, FIRST  
JUDICIAL DISTRICT OF  
HARRISON COUNTY,  
MISSISSIPPI.

CERTIFICATE OF APPROVAL

I hereby certify that the minor subdivision shown on this plat does not involve the creation of new public streets, or any change in existing public streets, the extension of public water or sewer system or the installation of drainage improvements through one or more lots to serve one or more lots. That the subdivision shown is in all respects in compliance with the City ordinances of Long Beach and that therefore this plat has been approved by the administrator subject to its being recorded in the Harrison County Courthouse within (60) days of the date below.

ADMINISTRATOR \_\_\_\_\_ DATE \_\_\_\_\_

PLANNING COMMISSION

Approved by the City of Long Beach Planning Commission at the regular meeting of said Commission, held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Planning Commission Chairman \_\_\_\_\_ Date \_\_\_\_\_

ACCEPTANCE

Submitted to and approve by the City of Long Beach, Board of Aldermen, at the regular meeting of said Board of Aldermen held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ADOPT: \_\_\_\_\_ ATTEST: \_\_\_\_\_  
MAYOR \_\_\_\_\_ CITY CLERK \_\_\_\_\_

CERTIFICATE OF SURVEY AND  
ACCURACY

I, CLIFFORD A. CROSBY, PROFESSIONAL LAND SURVEYOR IN AND FOR THE STATE OF MISSISSIPPI DO HEREBY CERTIFY THAT THE FOREGOING PLAT AND DESCRIPTIONS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT ALL MONUMENTS SHOWN ON THIS SURVEY ACTUALLY EXIST AS LOCATED AND THAT ALL DIMENSIONAL AND OTHER DATA SHOWN ARE CORRECT. I ALSO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARDS FOR LAND SURVEYING IN THE STATE OF MISSISSIPPI"

WITNESS MY SIGNATURE AND SEAL THIS 18TH DAY OF JULY, 2025.

Cliff  
CLIFFORD A. CROSBY, MS PLS 2539



PREPARED BY:

**CLIFFORD A. CROSBY, PLS**  
716 LIVE OAK DRIVE  
BILOXI, MS 39532 PHONE: 228-234-1649

CLIENTS: REGINALD EUGENE BASS AND  
LYNDA ANN BASS  
DATE OF FIELD WORK: 7/17/2025  
DRAWN BY: CAC  
JOB NUMBER: 25189

SHEET 4 OF 4

MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION

Special Tap Fee: 20137 Lover's Lane - Reginald and Lynda Bass				
Parcel #: 0511J-02-210.000 & 0511J-02-011.000				
Date: 8/11/2025				
SEWER AND WATER TAPS				
MATERIALS:				
QTY.		ITEM	PRICE	TOTAL
30	EA	1" ROLL TUBING	\$ 0.60	\$ 18.00
1	EA	1" CTS FEMALE SHUT OFF	\$ 80.00	\$ 80.00
1	EA	1"X6" TAPPING SADDLE	\$ 30.00	\$ 30.00
1	EA	1" CORP STOP	\$ 55.00	\$ 55.00
1	EA	METER BOX	\$ 85.00	\$ 85.00
2	EA	6" CAPS	\$ 14.00	\$ 28.00
1	EA	6" TEE WYE	\$ 45.00	\$ 45.00
28	FT	6" SEWER PIPE	\$ 7.00	\$ 196.00
1	EA	WATER STOP CEMENT	\$ 26.00	\$ 26.00
1	EA	Temp Asphalt Repair	\$ 300.00	\$ 300.00
1	EA	Perm. Asphalt Repair	\$ 3,400.00	\$ 3,400.00
1	TON	LIMESTONE	\$ 41.00	\$ 41.00
TOTAL MATERIAL COST				\$4,304.00
EQUIPMENT:				
QTY.		ITEM	PRICE	TOTAL
16	HRS	161-TRACK HOE	\$45.00	\$720.00
16	HRS	DUMP TRUCK/ Trailer	\$50.00	\$800.00
16	HRS	CREW TRUCK	\$15.00	\$240.00
8	HRS	ASPHALT TRUCK/TRAILER	\$50.00	\$400.00
TOTAL EQUIPMENT COST				\$2,160.00
LABOR:				
LABOR				TOTAL
				\$3,229.20
TOTAL LABOR COST				\$3,229.20
FUEL:				
				TOTAL
TOTAL MATERIAL COST				\$4,304.00
TOTAL EQUIPMENT COST				\$2,160.00
TOTAL LABOR COST				\$3,229.20
TOTAL				\$9,693.20
15% FUEL COST				\$1,453.98
PLEASE REMIT MATERIAL AND EQUIPMENT COST TO:				<u>\$6,464.00</u>
City of Long Beach				
P.O. Box 591				
Long Beach, MS 39560				
PLEASE REMIT LABOR & FUEL COST TO:				<u>\$4,683.18</u>
H2O Innovation				
P.O. Box 591				
Long Beach, MS 39560				
TOTAL WATER TAP FEE COST				<b>\$11,147.18</b>

**MINUTES OF AUGUST 14, 2025  
REGULAR MEETING  
LONG BEACH PLANNING and DEVELOPMENT COMMISSION**



**OVERSTREET  
& ASSOCIATES**  
CONSULTING ENGINEERS

[overstreeteng.com](http://overstreeteng.com)  
161 Lameuse St. Suite 203  
Biloxi, MS 39530  
228.967.7137

August 07, 2025

City of Long Beach  
P.O. Box 929  
Long Beach, MS 39560

**RE: Certificate of Subdivision – Tax Parcel No. 0511J-02-010.000 & 0511J-02-011.000**

Ladies and Gentlemen:

We have received a Certificate of Subdivision for the referenced property, which can be described as a parcel of land situated and being situated in the northwest ¼ of Section 10, Township 8 South, Range 12 West, City of Long Beach, located in the First Judicial District of Harrison County, Mississippi. The submitted subdivision proposes a lot line realignment of 2 existing parcels into two new parcels. Proposed Parcel 1 will be nearly 2.17 Acres in size, with approx. 75.00 feet of street frontage on Lovers Lane. Proposed Parcel 2 will be nearly 0.70 Acres in size, with approx. 123 feet of street frontage on Lovers Lane.

The Certificate itself has all the appropriate certifications and information. However, we do see an issue, which is listed below:

- Proposed Parcel 2:
  - The proposed parcel has an accessory building that is located 6.8 feet from the property line, which does not meet the minimum side setback requirements of 8.00 feet. However, this non-conforming issue currently exists today.

As always, we have done our best to describe any deficiencies depicted on the proposed subdivisions. The decision to accept or reject this subdivision ultimately resides with the City. We are unaware if the developer has applied for a variance, so perhaps the noted concern may be acceptable to the City under that variance process.

If acceptable, City approval of the subdivision should be subject to the payment of any required tapping fees or special connection fees as determined by the City's Public Works department and the receipt of the described easement.

Sincerely,

Tyler Yarbrough

TY:539



**MINUTES OF AUGUST 14, 2025**  
**REGULAR MEETING**  
**LONG BEACH PLANNING and DEVELOPMENT COMMISSION**

After considerable discussion and recommendation made by the City Engineer, Commissioner Suthoff made motion, seconded by Commissioner Brown and unanimously carried recommending to approve the application as submitted.

\*\*\*\*\*

There being no further business to come before the Planning and Development Commission at this time, Commissioner Suthoff made motion, seconded by Commissioner Baas and unanimously carried to adjourn the meeting until the next regular scheduled meeting in due course.

APPROVED:

\_\_\_\_\_  
Vice Chairman David DiLorenzo

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Tina M. Dahl, Minutes Clerk