

MINUTES OF AUGUST 24, 2017  
PLANNING COMMISSION

Be it remembered that a regular meeting of Long Beach, Mississippi, was begun at 5:30 o'clock p.m., Thursday, the 24<sup>th</sup> of August 2017, 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 meeting.

There was present and in attendance on said Commission and at the meeting following named persons: Commission Chairman Frank Olaivar, Commissioners Shawn Barlow, Jeff Hansen, Judy Wood, Chris Carrubba, Eddie Seal, Mark McMillan, Mike Gundlach, Randy Fischer, and minutes Clerk Veronica Howard. There being a quorum present and sufficient to transact the business of this meeting, the following proceedings were had and done.

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Commissioner Fischer made motion seconded by Commissioner Hansen and unanimously carried to approve the regular meeting minutes of August 10, 2017, as submitted.

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It came for discussion under unfinished business public and/or private ingress/egress, perpetual easements and right of ways.

No action was taken or needed.

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It came for consideration under new business to schedule a public hearing to amend the Unified Development (Zoning) Ordinance (598), changing the name of the Planning Commission to Development Commission.

Commissioner Seal made motion, seconded by Commissioner Hansen and unanimously carried to schedule a public hearing for September 14, 2017; 5:30 p.m.; Long Beach City Hall; Meeting Room.

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It came for consideration Sketch Plat Approval for Castine Pointe Subdivision, Phase II submitted by Steve Drown on behalf of Castine Pointe as follows:

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**CITY OF LONG BEACH**  
201 Jeff Davis Avenue  
PO BOX 929  
LONG BEACH, MS 39560  
(228) 863-1554 office  
(228) 863-1558 fax

**Office use only**  
Date Received 8/21/2017  
Zoning \_\_\_\_\_  
Agenda Date 8/21/2017  
Check Number 1083

- I. TYPE OF CASE: **SKETCH APPROVAL**
- II. ADVALOREM TAX PARCEL NUMBER(S): D611C-01-002.00
- III. GENERAL LOCATION OF PROPERTY INVOLVED: Commission Road, Long Beach, MS.
- IV. ADDRESS OF PROPERTY INVOLVED: Commission Road.

- A. The purpose of the sketch is to develop a general design on which to base the preliminary and final plat, and thus having to revise such design to make in conform to the comprehensive City plan and to relate it to surrounding development. To this end, the sub-divider should consult informally with the City Engineer and the Planning Commission on preparation of the sketch plat.
- B. The sub-divider shall submit to the Planning Commission the sketch plat of the proposed subdivision, together with the attendant items, fifteen (15) days prior to the Planning Commission meeting at which the sketch plat is to be approved. The sketch plat shall be reviewed by the Planning Commission and approved by the Mayor and Board of Aldermen. The review shall take into consideration, in addition to the requirements set forth in these regulations, the components of the comprehensive City plan, the zoning ordinance and other plans, programs and regulations that might affect the area and the design and development of the subdivision.
- C. The sub-divider must submit a general layout drawing of the proposed subdivision or development. The sketch plat should indicate location of the subdivision, street alignment and lot sizes, and should provide additional information that is deemed reasonably necessary within the scope the Subdivision Ordinance by the City. (1) The sketch plat should consist of three (3) full-size drawings on 24 x 36 inch sheets and (1) 8 1/2 x 14 and/or emailed in pdf. format to the Clerk.
- D. The Planning Commission shall inform the sub-divider that the Sketch plan as submitted or as modified does or does not meet the objectives of City Regulations. When the Planning Commission or the Mayor and Board find that the sketch plat does not meet the objectives of City regulations the reasons therefore shall be given, together with any changes recommended to be made. In the even the sub-divider does not agree to changes recommended by the Planning Commission, he may request and shall receive review and formal action by the Mayor and Board of Aldermen at its next regular meeting.
- E. Although not recommended, a developer may be allowed to combine the Sketch and Preliminary plats so that they may be considered together.

- V. **REQUIRED ATTACHMENTS:**
  - A. **Interest and Ownership.** The applicant's name, address and interest of every person, firm or corporation represented by the applicant in the application, the name of the owner or owners and their respective addresses of the entire land area proposed to be changed in classification or to be included within the structures then existing thereon, and sufficient evidence to establish that the applicant has the right of possession to the land area and structures, the names and address of all owners of adjacent property (exclusive of the width of intervening streets, alleys, or bodies of water).

- B. **Recorded Warranty Deed.** A deed which includes a legal description of the specific piece of property involved in the request. If several parcels are included in a request, individual parcel deeds AND a composite legal description of all parcels involved in the request must be provided.
- C. **Fee.** Attach a check in the amount of \$50.00. This check should be made payable to the City of Long Beach to cover administrative cost. You will also be responsible to actual costs, such as advertising and mailing incurred with the processing of your application.

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

- VI. **OWNERSHIP AND CERTIFICATION:**  
**READ BEFORE EXECUTING.** Attendance by the applicant(s) at the public hearing is mandatory; however, the applicant may designate a representative to attend the public hearing on his/her behalf, provided said representative has been properly designated to speak on the applicant's behalf either by written permission or oral designation by the applicant at the Public Hearing. If a continuance is to be granted, the applicant must request same in writing a minimum of seven (7) days in advance of the scheduled public hearing. 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 do hereby agree to all the rules and regulations as set forth in the Long Beach Zoning Ordinance and also agree to pay all fees and charges as stated.

Castine Pointe  
Name of Rightful Owner (PRINT)

17940 Painters Row  
Owner's Mailing Address

Covington LA 70435  
City State Zip

985-892-1545  
Phone

\_\_\_\_\_  
Signature of Rightful Owner Date

Steve Drown  
Name of Agent (PRINT)

15525 Poole St  
Agent's Mailing Address

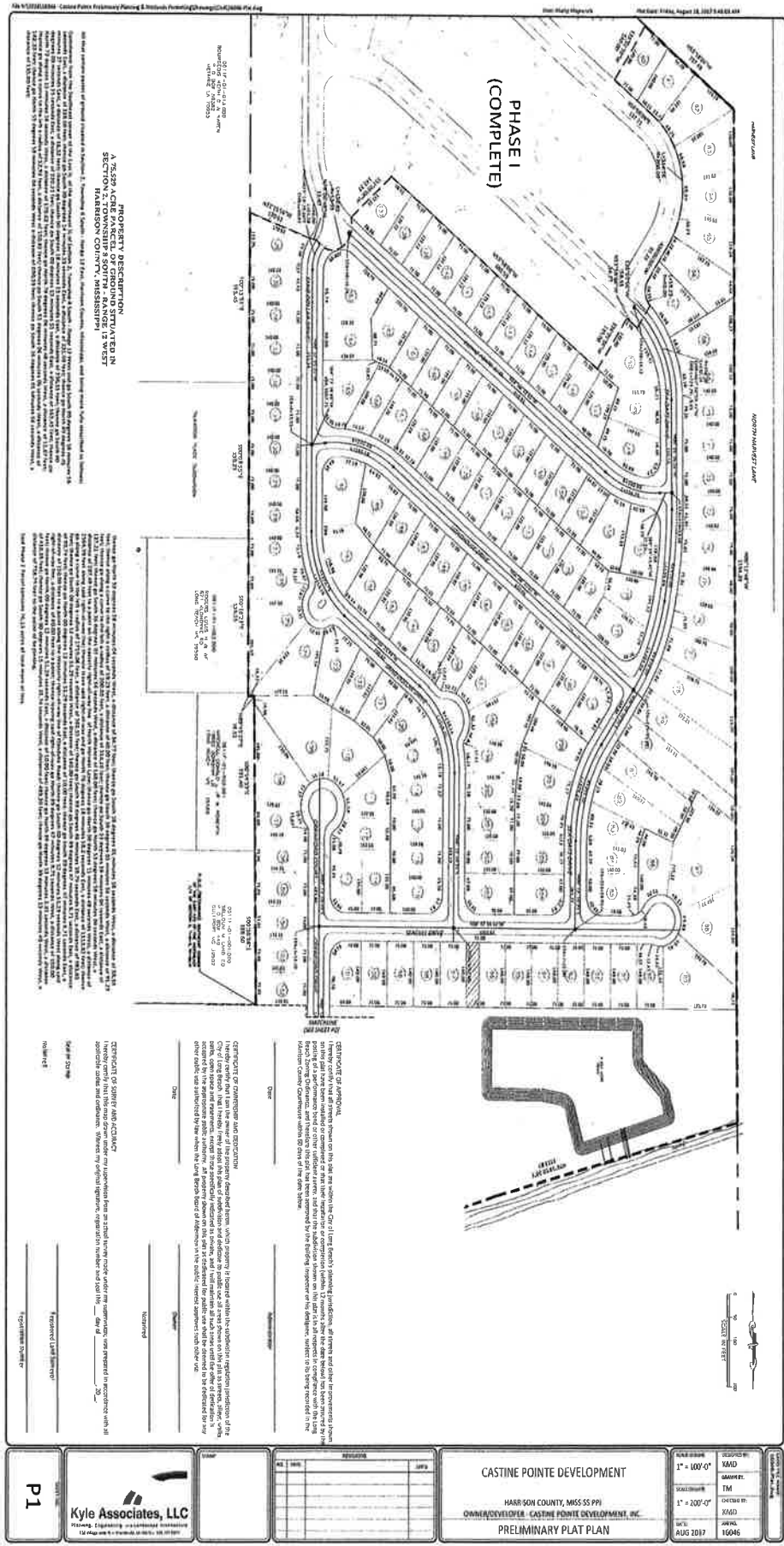
GPT MS 39505  
City State Zip

228-313-1063  
Phone

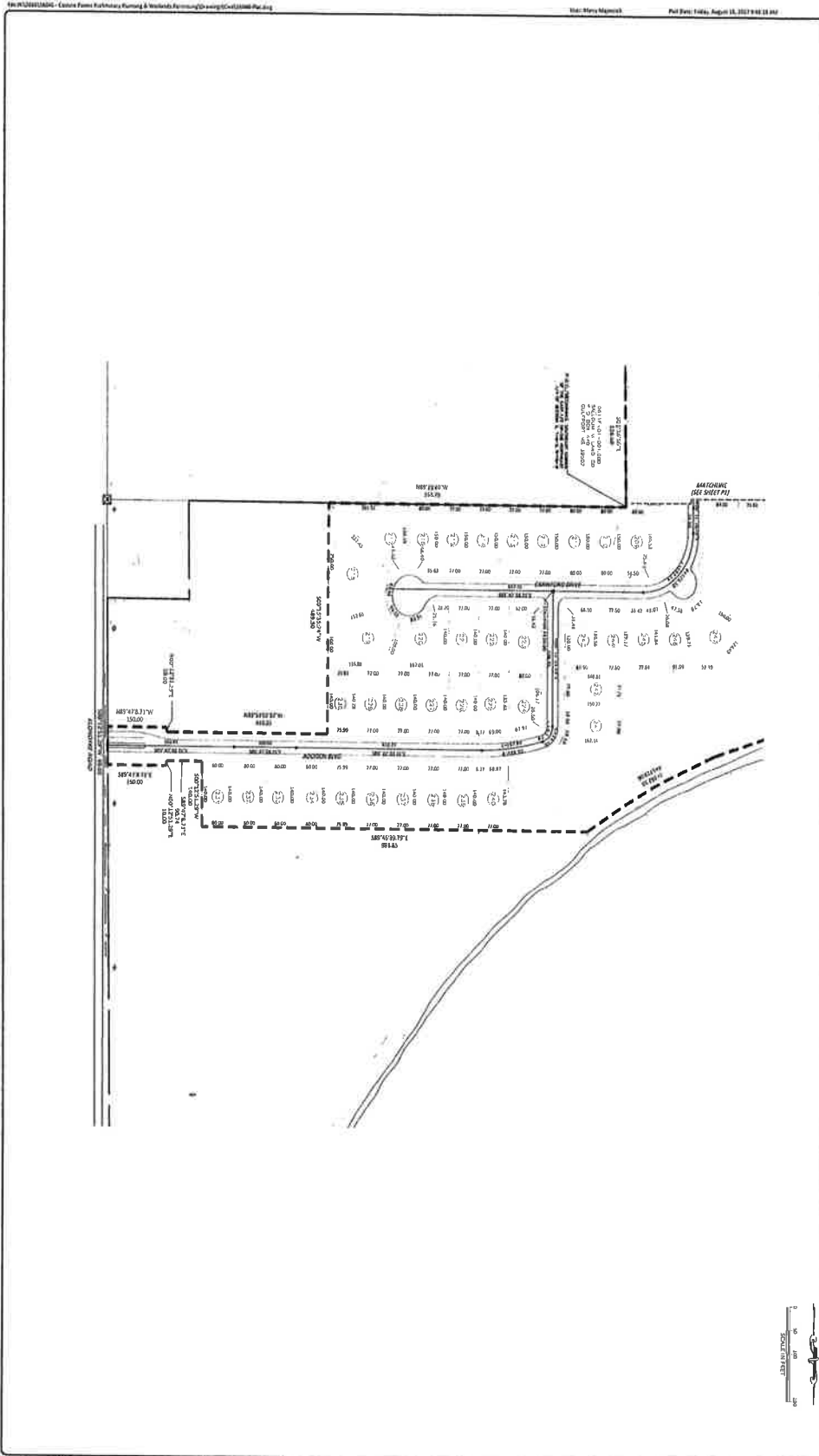
SDM  
Signature of Applicant Date

Stavedrown1@gmail.com

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# MINUTES OF AUGUST 24, 2017 PLANNING COMMISSION



<p><b>P2</b></p>	 <p><b>Kyle Associates, LLC</b> Planning, Engineering, and Construction Services 1000 N. Highway 101, Suite 100, Ocean Springs, AL 36567-6531</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>NO.</th> <th>DATE</th> <th>REVISIONS</th> <th>APPROVED</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	NO.	DATE	REVISIONS	APPROVED					<p><b>CASTINE POINTE DEVELOPMENT</b></p> <p>HARRISON COUNTY, MISSISSIPPI OWNER/DEVELOPER - CASTINE POINTE DEVELOPMENT, INC.</p> <p><b>PRELIMINARY PLAT PLAN</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Scale (Sheet 1)</td> <td>1" = 100' (A)</td> <td>Scale (Sheet 2)</td> <td>1" = 200' (A)</td> </tr> <tr> <td>Date</td> <td>AUG 2017</td> <td>Sheet</td> <td>16046</td> </tr> </table>	Scale (Sheet 1)	1" = 100' (A)	Scale (Sheet 2)	1" = 200' (A)	Date	AUG 2017	Sheet	16046
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In accordance with the Subdivision Regulations, Article III, Section 1 Sketch Plat Approval Commissioner Hansen made motion, seconded by Commissioner Seal and unanimously carried recommending approval of the Sketch Plat, pending clarification on smaller than the minimum required lot sizes.

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It came for discussion under development and research available and/or vacant commercial property and buildings.

No action was taken.

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It came for discussion under development and research a presentation regarding accessing and using GIS (Geographic Information System) by Barbara Reed.

No action was taken.

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

APPROVED:

\_\_\_\_\_  
Commission Chairman, Frank Olaivar

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

ATTEST:

\_\_\_\_\_  
Veronica Howard, Minutes Clerk