

Planning Commission Agenda

Wednesday, July 1, 2026 at 1:00 PM

Jackie Dole Sherrill Community Center (Dining Room)

220 W Front Street

I. Business Meeting

1. Review and approval of July's meeting agenda
2. Review and approval of the minutes of the June meeting
3. Building Report
4. Planning Report
5. Chair's Report
6. Introductions

II. Public Hearing

1. Presentation of Petitions for Public Hearing
 - A. William Carey University, Applicant, requests a rezoning from R-1B to R-3 for a property located at 307 Tommy King Drive (PPIN 13784, Forrest County, Ward 5).
 - B. Hattiesburg Clinic, Applicant, requests a conditional use approval for a “parking lot” for an EM-3 zoned property located at 7 Medical Blvd (PPINs 17832 & 17834, Forrest County, Ward 3).
 - C. Alan Howe, Applicant, requests to alter a platted subdivision known as the “Country Club Lake Estates, 1st Addition” for a property located at 52 Fair Lake Drive (PPIN 9823, Ward 1, Forrest County).

III. Other Business

IV. Adjournment

**MINUTES OF THE
REGULAR MEETING OF THE
HATTIESBURG PLANNING COMMISSION
June 3rd, 2026**

Board Members Roll Call:

Members Present:

1. Richard Conville
2. Charles Dawe
3. Amy Hinton, Chair
4. Caroline Ingram
5. Elayne Lockett
6. Lee Anne Venable (Virtual)
7. Rebekah Ray, Secretary
8. Michael Dickerson (Virtual)

Members Absent

1. Edward Hargrove
2. Rhoda Pickett, Vice Chair
3. Vacant Seat

Staff Present:

1. Cory Long, Planning Manager
2. Wiley Quinn, Director of Urban Development
3. David Miller, Esq.
4. Meridian McDaniel, Planner I
5. Kevin Bates, Building Official

Amy Hinton, Chair, declared the Hattiesburg Planning Commission meeting open and in session at 1:02 pm.

AGENDA REVIEW

The June 3rd, 2026 agenda was reviewed.

Motion:

Rebekah Ray motioned to accept the agenda as proposed.

Second:

Elayne Lockett.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray	X		
Lee Anne Venable	X		

MINUTES REVIEW

The minutes from the May 2026 meeting were reviewed.

Motion:

Rebekah Ray motioned to approve the minuted with added corrections.

Second:

Elayne Lockett.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray	X		
Lee Anne Venable	X		

BUSINESS MEETING

1. Planning Report:
2. Chair’s Report:

INTRODUCTIONS

Commissioners and staff introduced themselves.

PUBLIC HEARING – Planning Commission

Item A:

Mississippi Children’s Home Society, Applicant, requests to alter a platted subdivision known as “Fortieth Place Subdivision- Phase 1” for a property located at 121 Lundy Lane (PPIN 20977, Lamar County, Ward 3).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Rebecca Hamilton
- Allison Rooker

Proponents:

- None

Opponents:

- None

Motion:

Lee Anne Venable

Second:

Charles Dawe

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray	X		
Lee Anne Venable	X		

Item B:

Tomeka Matthews, Applicant, requests a conditional use approval for a “group care home” for a property located at 910 Tipton Street (PPIN 22017, Forrest County, Ward 2).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Tomeka Matthews

Proponents:

- None

Opponents:

- None

Motion:

Michael Dickerson motion to recommend approval with the added condition of a maximum occupance of 4 people.

Second:

Lee Anne Venable

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item E: Leonard Moody and Felicia McIntyre (Applicants/Property Owners) request to alter a subdivision known as the “Toomer Subdivision” and for approval of a preliminary plat for a property located at 321 North Hattiesburg Avenue (PPINS 12337 and 47150, Forrest County, Ward 5).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Aftan Moody
- Felicia McIntyre

Proponents:

- None

Opponents:

- None

Motion:

Charles Dawe motioned to recommend approval of the request.

Second:

Richard Conville.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item C: Leonard Moody, Property Owner/Representative, and Aftan Moody, Applicant, request a zoning change from R-1C to A-2 for a property located at 321 North Hattiesburg Avenue (PPIN 12337, Forrest County, Ward 5).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Aftan Moody

Proponents:

- None

Opponents:

- None

Motion:

Lee Anne Venable motioned to recommend approval of the request.

Second:

Elayne Lockett

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		

Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item D: Felicia McIntyre, Applicant/Property Owner, requests a zoning change from R-1C to A-2 for a property located on N Hattiesburg Avenue (PPIN 47150, Forrest County, Ward 5).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Felicia McIntyre

Proponents:

- None

Opponents:

- None

Motion:

Charles Dawe motioned to recommend approval of the request.

Second:

Lee Anne Venable.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item F:

Hong Her, Applicant, requests to close an alley located to the west of an MX-3 zoned property located at 203 S 29th Avenue (PPIN 20799, Ward 3, Forrest County).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Hong Her

Proponents:

- None

Opponents:

- None

Motion:

Charles Dawe motioned to recommend approval of the request with the added condition that a perpetual easement be in place for any city utilities on the property.

Second:

Michael Dickerson.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item G:

Hong Her, Applicant, requests to alter a platted subdivision known as the “Avenue of Pines for an MX-3 zoned property located at 203 S 29th Avenue (PPIN 20799 & 20802, Ward 3, Forrest County).

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Hong Her

Proponents:

- None

Opponents:

- None

Motion:

Charles Dawe motioned to recommend approval.

Second:

Michael Dickerson.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Item H:

Alvin Watson, Applicant, requests a conditional use approval for “Dwelling, Multi-Family” for a B-2 zoned property located at 241 Short Columbia Street (PPIN 23928, Forrest County, Ward 2)

Discussion and Vote :

The planning staff introduced the case.

Presented by:

- Alvin Watson

Proponents:

- None

Opponents:

- None

Motion:

Caroline Ingram motioned to recommend approval.

Second:

Elayne Lockett.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT

Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

BUSINESS MEETING

No items were presented in the business meeting.

Adjournment:

The meeting was adjourned at 2:51 pm

Motion:

Amy Hinton

Second:

Richard Conville.

Vote:

Board Member	Yea	Nay	Other
Richard Conville	X		
Charles Dawe	X		
Michael Dickerson	X		
Edward Hargrove			ABSENT
Amy Hinton	X		
Caroline Ingram	X		
Elayne Lockett	X		
Rhoda Pickett			ABSENT
Rebekah Ray			ABSENT
Lee Anne Venable	X		

Rebekah Ray, Secretary

Cory Long, AICP, Planning Division Manager



Hattiesburg Planning Commission Planning Division

Item A - Staff Report

July 1st, 2026

Quick Facts:

Applicant:

William Carey University

Address:

307 Tommy King Drive

Zoning:

R-1B

Future Land Use:

Neighborhood Center Mixed
Use District

Historic District:

N/A

Overlay District(s):

N/A

Flood Zone:

X

Ward:

5

County:

Forrest

PPIN Number(s):

13784

Parcel Number(s):

2-038G-15-238.00



Property Area Image

Applicant's Request:

William Carey University, Applicant, requests a rezoning from R-1B to R-3 for a property located at 307 Tommy King Drive (PPIN 13784, Forrest County, Ward 5).



Surrounding Area Image



Surrounding Area Image

Background and History

William Carey University has been growing its campus and acquiring nearby properties. The land to the east of the subject property has been developed into a new art building. The university plans to use the subject property for this art facility to provide more space for students. If rezoning is approved, the applicants aim to extend the fencing to include this property within the art building's outdoor area.

William Carey University has initiated several rezoning requests in the area around its campus as it has expanded. Since 2012, it has requested numerous zoning changes for acquired properties to use them as part of the University. In 2024, the University rezoned several properties for housing and new campus buildings, including the art building currently under construction near the subject site.

Future Land Use:

Neighborhood Center Mixed-Use Districts provide locations for a range of compatible uses that primarily serve neighborhood residents, area businesses, employment centers, and visitors drawn to the special district. In this district, a mix of land uses may be found that complement the character of the surrounding neighborhoods and/or employment centers, and allow the extension of certain non-residential land uses to properties that had previously been used as residences. Areas with this designation contain residential properties in transition and a mix of existing types. Residential properties in transition are considered to be properties that are vacant, abandoned, or temporarily rented until a viable use is identified. Minor changes in these areas, such as increases in traffic, encroachment of non-residential uses, and high vacancy rates, give the perception that single-family, owner-occupied housing is no longer sustainable. This description does not include areas characterized as follows: a majority of the properties are occupied as residential properties; non-residential uses have not yet penetrated the residential block; and non-residential uses are only proposed to satisfy the desires of the owner(s) of a single property.



Surrounding Area Image

District Characteristics The characteristics of this district include the following: a mix of building types;

residential buildings that have been converted to non-residential uses, such as offices; buildings with shallow front and side yards; small private parking areas and shared parking in public lots; green space in the form of smaller private yards and courtyards; and buildings with both residential and commercial uses.

District Land Uses The following land uses should be found in this district: single-family residential uses; accessory apartments; small townhome developments (six to eight units per acre; development sizes no greater than two acres); second-floor apartments over retail or service businesses; smaller, low-intensity retail and service businesses, such as specialty shops, delis and cafes; public and quasi-public uses, such as churches, schools

Codes and Regulations

SECTION 4: Zoning Districts Established

4.5.4 R-1B Single-Family Residential District

The purpose of the R-1B District is to permit single-family residential uses with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower density residential neighborhoods with only compatible supporting institutional uses and open space.

4.5.7 R-3 Multi-Family Residential District

The purpose of the R-3 District is to permit medium and high density residential uses including multi-family, two-family, and single-family structures with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the



Surrounding Area Image

Comprehensive Plan. This zoning district encourages protected residential neighborhoods with only compatible supporting institutional uses and open space.

SECTION 6: 6.1 District Dimensional Standards

Table 6.1 Dimensional Standards										
District	Minimum Lot Size in SF/ Width at Setback	Max. Dwelling Units	Max. Floor Area Ratio	Setbacks in feet				Max. Height*	Max. Impervious Surface Lot Coverage	Buffer in Feet
				Min. Front	Max. Front	Min. Side	Min. Rear			
R-1A	10,000/ 50	1 per lot	-	30	-	10	25	35 feet or 3 stories	50%	-
R-1B	7,500/ 50	1 per lot	-	25	-	10	25	35 feet or 3 stories	50%	-
R-1C	5,000/ 50	1 per lot	-	20	-	10	25	35 feet or 3 stories	50%	-
R-2	4,000/ 40	2 per lot	-	20	-	10	20	35 feet or 3 stories	50%	-
R-3	7,500/ 40	17 per acre	-	20	-	5	20	35 feet or 3 stories	50%	-

Considerations and Basis for Approval

Applicant’s Request:

Recommend approval or denial of a request for rezoning from R-1B to R-3 for a property located at 307 Tommy King Drive (PPIN 13784, Forrest County, Ward 5).

Basis for Approval:

Zoning Change & Text Amendments

1. There was a mistake in the original zoning.
2. The character of the neighborhood has changed substantially, so that rezoning is clearly justified, and there is a public need for the rezoning.
3. Annexation



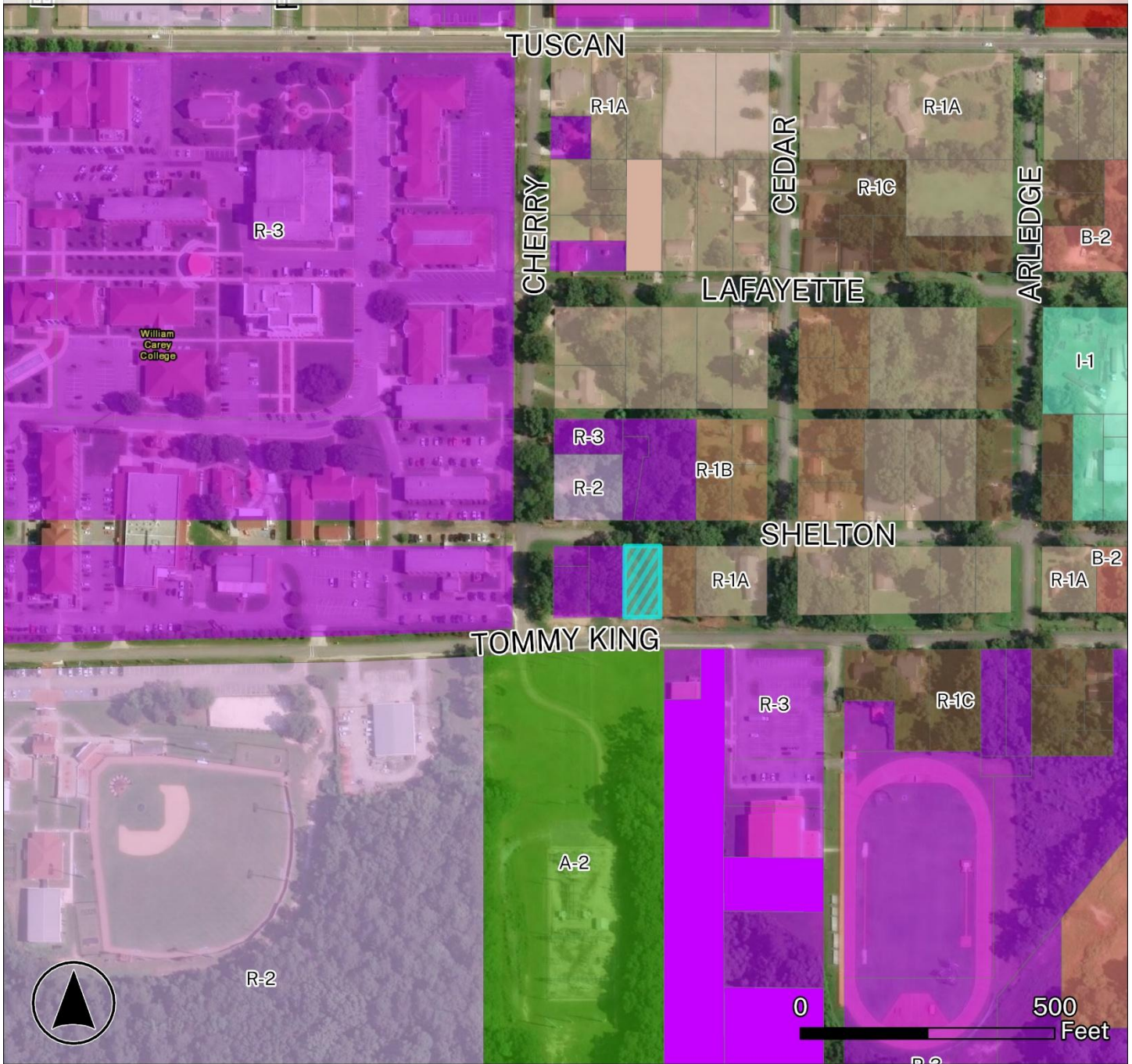
Property Area Image

Rezone Request

307 Tommy King Drive

Forrest County, Ward 5 (PPIN 13784)

Zoning Change request from R-1B to R-3 by William Carey University



Zoning Districts

- | | | |
|------|-----|------------------|
| A-1 | R-2 | B-3 |
| A-2 | R-3 | I-1 |
| R-1A | B-2 | Subject Property |
| R-1B | | |

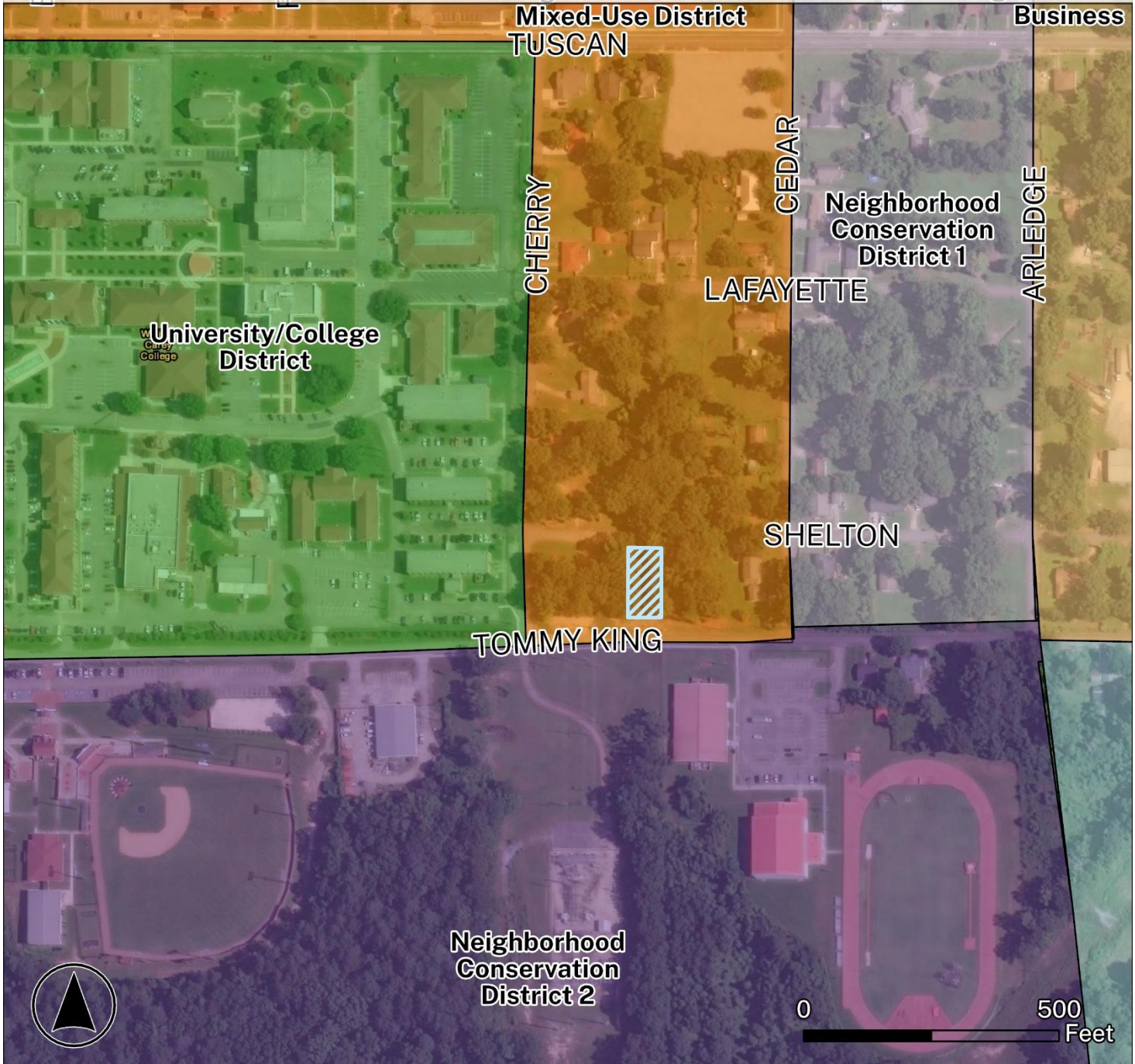


Rezone Request

307 Tommy King Drive

Forrest County, Ward 5 (PPIN 13784)

Zoning Change request from R-1B to R-3 by William Carey University



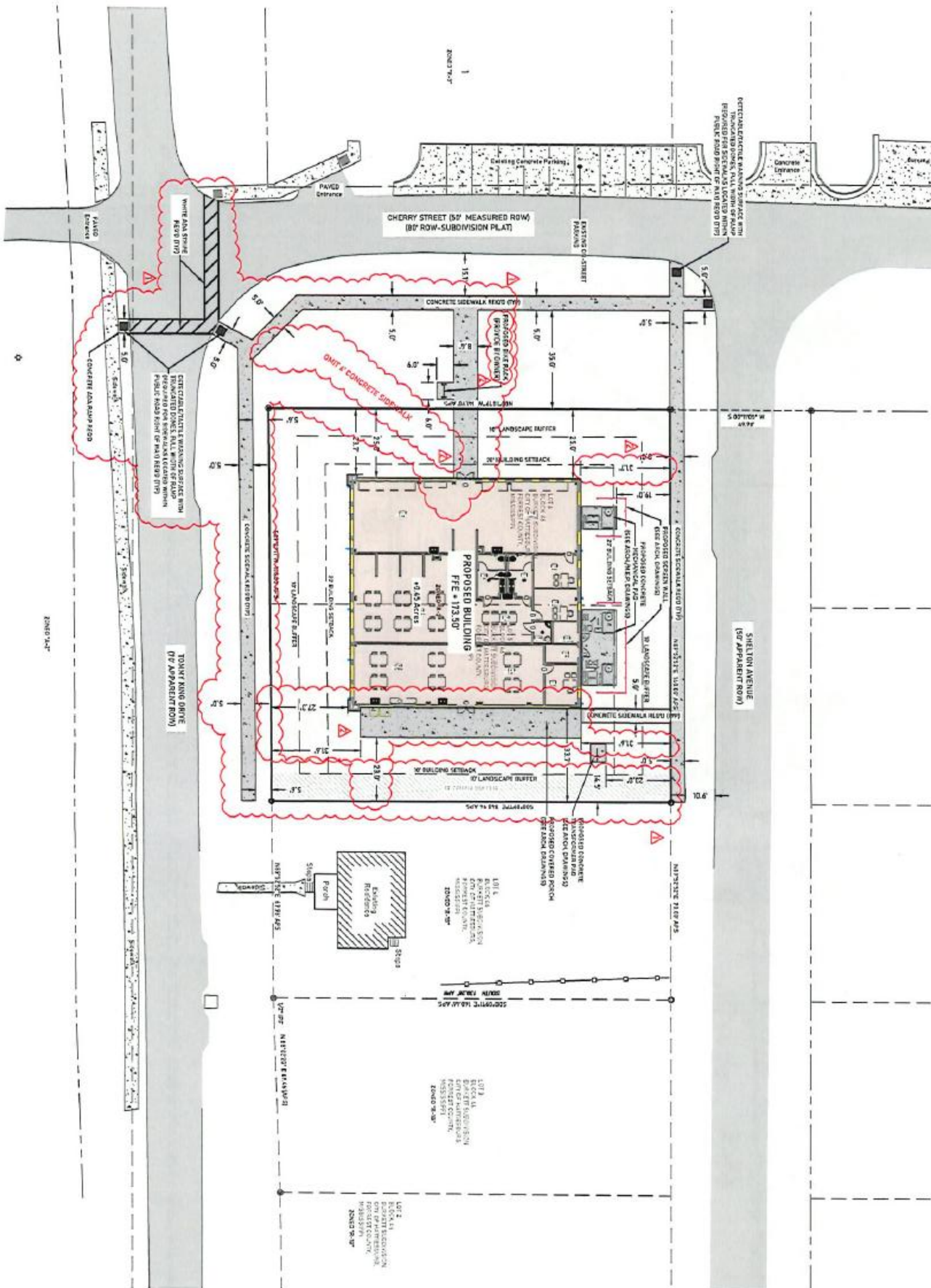
Future Land Use

- Community Business A
- Neighborhood Business
- Neighborhood Center Mixed-Use District
- Neighborhood Conservation District 2
- University/College District
- Subject Property





WCU- Art Building Approved Site Plan





Application for Public Hearing

City of Hattiesburg – Planning Division

PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599

NOTE:

- Fill this application out IN FULL with what applies to your application
- Refer to the hattiesburgms.com/planning for Land Development Code and GIS map. Access via link or QR code



Applicant Information

Name Applicant: William Carey University Project Name: Parcel Rezone, WCU Art Adjacent

Municipal Address of Site: 307 Tommy King Drive PPIN #: 13784

Parcel Number(s): _____

Type of Public Hearing	Additional Information Needed:
<input type="checkbox"/> Variance (fill out pages 7 & 8)	<input type="checkbox"/> Sign <input type="checkbox"/> Setback <input type="checkbox"/> Off-Site Parking <input type="checkbox"/> Lot Width <input type="checkbox"/> Lot Coverage Area <input type="checkbox"/> Buffer <input type="checkbox"/> Open Space <input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Rezoning (fill out page 11)	Existing Zoning: <u>R1-B</u> Proposed Zoning: <u>R-3 (University)</u>
<input type="checkbox"/> Conditional Use (fill out pages 9 & 10)	<input type="checkbox"/> Automotive Filling Station <input type="checkbox"/> Digital Billboard, New <input type="checkbox"/> Digital Billboard, Replacement <input type="checkbox"/> Telecommunications <input type="checkbox"/> Restaurant <input type="checkbox"/> Solar Farm <input type="checkbox"/> Other: _____

Other Application types:

- Subdividing of a lot, Parcel, or Tract (fill out page 12)
- Street or Alley Renaming (fill out pages 13 & 14)
- Vacating Street or Alley (fill out pages 13 & 14)
- Text Amendment
- Overlay District
- Planned Mixed-Use District (PMU)

For Staff Only:				
Zoning:	Historic District:	Flood Zone:	Ward:	
			<input type="checkbox"/> 1	<input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Project Number:		Received:		
PPIN # or Parcel #:				

Updated Version 05/22/25



Application for Site Plan Review

City of Hattiesburg – Planning Division

PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599

The following fees are an excerpt from Ordinance No. 2977, adopted January 22, 2008, as amended.

Public Hearing Fees	
Public Hearing Type	Fees Associated
Variance Variance applications include one Concept Site Plan Review and one Variance request	\$175.00 per application. \$50.00 for each additional variance.
Street / Alley Naming or Re-Naming	\$300.00 per application. \$100.00 per required street name sign if approved* (*Fees for replacement street signs shall be paid after City Council approval but prior to the effective date.)
Street / Alley Closing	\$300.00 per application.
Conditional Use	\$200.00 per application.
Zoning Change	\$400.00 per application. *see PUD or PRD & zoning package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD) with zoning change package	\$600.00 per package.
Subdivision of Land (Preliminary Plats) Note: Final Plats should be submitted to the governing body for approval within 12 months of approval of preliminary plats.	\$225.00 per application. \$10.00 per each additional created lot (** see PUD or PRD & Subdivision of Land package rate)
Planned Unit Development (PUD) or Planned Residential Development with Subdivision of Land Package**	\$500.00 per application. \$10.00 per each additional created lot (** see PUD or PRD & Subdivision of Land package rate)
Change in Land Development Code Text	\$200.00 per application.
Appeal Fees for Proponent or Opponent appeals to City Council *Exempt from fees – Established Neighborhood Association*	\$50.00 per appeal.
Cancellation/Re-notification fee on any public hearing process (Planning Commission or City Council) that is tabled or cancelled at the owner/developer's Request	\$50.00 (per each 100 mailing labels)

OTHER PROCESSES MAY HAVE ADDITIONAL FEES

Make all checks payable to the City of Hattiesburg

I hereby certify that I have completed and attached the above-required documents, information, and fees.

Print Name: Shane Germany

Signature: 

Updated Version 05/22/2025

OWNER AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE OWNER(S) OF THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the **OWNER(s)** of the subject property located at

±307 Tommy King Drive Hattiesburg MS 39401
Street Address City State

on this the 6 day of MAY, 2026

In the matter of this request, the property owner further authorizes the following named person(s) to represent them at the public hearing on this petition.

Shane Germany,

on this the 6 day of MAY, 2026

ROBERT BLEVINS FOR
WILLIAM CAREY UNIVERSITY
Applicant (Print)
Robert Blevins for WCU
Applicant (Signature)

STATE OF MS
COUNTY OF Covington

Personally came and appeared before me, the within named Robert Blevins

who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 6 day of may, 2026.

Lisa Williams
NOTARY PUBLIC



My Commission Expires:
2/13/2027

APPLICANT AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE **APPLICANT(S)** OF THE PETITION, **ONLY** IF DIFFERENT FROM THE OWNER(S) OF THE SUBJECT PROPERTY.

WITNESS THE SIGNATURES of the **APPLICANT(S)** of the subject property located at

1/2 307 Tommy King Dr HATTIESBURG MS
Street Address City State

on this the 4 day of MAY, 2026

In the matter of this request, the property owner further authorizes the following named person(s) to represent them at the public hearing on this petition.

SHANE GERMANOY

on this the 4 day of MAY, 2026

SHANE GERMANOY
Applicant (Print)

[Signature]
Applicant (Signature)

STATE OF MS
COUNTY OF COVINGTON

Personally came and appeared before me, the within named Shane Germanooy

who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 4 day of may, 2026.

[Signature]
NOTARY PUBLIC



My Commission Expires:
2/13/2027

FOR RE-ZONING APPLICANTS:

As stated in Section 12.3 in the Land Development Code, one of the following conditions must be met before a rezoning can be recommended. Check the condition(s) most applicable to your request and explain in writing:

- There was a mistake in the original zoning.
- The character of the neighborhood has changed substantially so that rezoning is clearly justified and there is a public need for the rezoning.
- Annexation.

Detailed explanation of condition(s) most applicable to your request:

The current zoning of this parcel is R1-B. The adjacent parcels owned by the University are R-3.

We are requesting that this parcel be rezoned to R-3 to be consistent with the allowable conditions, uses, and occupancies necessary for higher education.

The immediate need is to re-zone this individual lot so that perimeter security fencing can be installed as necessary for the new WCU Art Building on adjacent lots. The fence must enclose this undeveloped parcel. The current R-1B zoning does not allow the standard 6' metal fence used throughout WCU Campus without variance, therefore we are requesting this parcel be re-zoned.

Other University owned lots which need to be re-zoned will be proposed separately and as the need arises. No other lots are being requested at this time.



Staff Present:

Nathan Satcher (Senior Planner), Kevin Bates (Building Official),
Shawn Whitaker (Fire Marshall), Jerald Little (Engineering Technician),
Noah Gower (Engineering Technician), Meridian McDaniel (Planner I)

STATUS: **APPROVED**

SITE: 0825-0296

Project: WCU Arts Building

Address: 1600 Cherry Street

Presented by: Kevin Lewis, John Anglin, Shane Germany, and Bob Blevins

Use Designation: School, University or College

PPIN: 13785, 13786, 13787

Flood Zone: X

Historic District: N/A

Elevation Certificate Required: No

County: Forrest

Ward: 5

Construction type: New Construction

Zoning: R-3

Estimated Cost: TBD

ADDITIONAL APPROVAL NOTES:

1. **Planning Division:**
 - a. **Requirement 1** – No additional comments.
2. **Engineering Department:**
 - a. **Requirement 1** – No additional comments.
3. **Fire Marshall:**
 - a. **Requirement 1** – No additional comments.
4. **Building**
 - a. **Requirement 1** – No additional comments.
5. **Your Site Plan has been approved as shown. Any required changes, during construction or otherwise, must be re-submitted to the Site and Design Review Committee for approval.**
6. **Grading, Building and Sign plans are reviewed separately through the Building Division and permits are required.**
7. **Occupancy shall meet 2018 IBC and IFC Requirements**
8. **Temporary desilting basins must be installed during the clearing and grading phase of construction (not finished retention pond).**
9. **Signs are not reviewed or approved during this process or during the building permit process. Signs require a separate permit application, where they will then be reviewed and subsequently determined if the sign ordinance requirements are being met. (See LDC Sec. 10).**
10. **Your site plan has been given a basic evaluation for ADA compliance. Please check www.ada.gov for additional compliance or call 1-800-949-4232 for technical assistance.**
11. **LDC Sec. 7.6.1. Sidewalks shall be provided along all public streets on the entire frontage of a development site and align with existing sidewalks on adjacent properties including both frontages on corner lots. Minimum sidewalk width is 5 ft. Additional width may be required as determined by Site and Design Review; Sidewalks shall be ADA complaint. ADA access ramps shall be constructed at street corners; Where sidewalks are not yet present on adjacent sites, sidewalks shall be constructed at least 5 ft. behind the curb to allow for landscaping and street trees. If sidewalks are present on adjacent properties, the new sidewalk shall connect to the existing sidewalk; Sidewalks shall not be required to cross driveways if driveway is ADA compliant; Sidewalks shall be composed of broom finished. Asphalt sidewalks prohibited. (All R zones, All B zones).**



Staff Present:

Nathan Satcher (Senior Planner), Kevin Bates (Building Official),
Shawn Whitaker (Fire Marshall), Jerald Little (Engineering Technician),
Meridian McDaniel (Planner I)

STATUS: **RESUBMIT**

SITE: 0825-0296

Project: WCU Arts Building

Address: 710 William Carey Parkway

Presented by: Kevin Lewis, John Anglin, Shane Germany, and Bob Blevins

Use Designation: TBD

PPIN: 13785, 13786, 13787

Flood Zone: X

Historic District: N/A

Elevation Certificate Required: No

County: Forrest

Ward: 5

Construction type: New Construction

Zoning: R-3

Estimated Cost: TBD

ADDITIONAL APPROVAL NOTES:

1. Planning Division:

- a. **Requirement 1 – Sidewalk**
 - i. Show detail for sidewalk stripping for crosswalks
- b. **Requirement 2 – Zoning Buffer**
 - i. 10ft zoning buffer required between site and neighboring property.
 - ii. See LDC 7.11.13 for more details.

2. Engineering Department:

- a. **Requirement 1 – Sidewalk**
 - i. Adjust SW corner to bring the crosswalk and stop bar to end of radius on sidewalk
- b. **General Note**
 - i. Engineering will talk to City Engineer about the traffic questions about the stop signs and crosswalks.

3. Fire Marshall:

- a. **Requirement 1 – FDC**
 - i. 100ft is max the distance can be from FDC to hydrant

4. Building

- a. **Requirement 1 – No additional comments.**



Staff Present:

Nathan Satcher (Senior Planner), Kevin Bates (Building Official),
Shawn Whitaker (Fire Marshall), Jerald Little (Engineering Technician),
Meridian McDaniel (Planner I), Cory Long (Planning Manager)

STATUS: **RESUBMIT**

SITE: 0825-0296

Project: WCU Arts Building

Address: 710 William Carey Parkway

Presented by: Kevin Lewis, John Anglin, Shane Germany, and Bob Blevins

Use Designation: TBD

PPIN: 13785, 13786, 13787

Flood Zone: X

Historic District: N/A

Elevation Certificate Required: No

County: Forrest

Ward: 5

Construction type: New Construction

Zoning: R-3

Estimated Cost: TBD

ADDITIONAL APPROVAL NOTES:

1. **Planning Division:**
 - a. **Requirement 1** – No additional comments
2. **Engineering Department:**
 - a. **Requirement 1** – 3-way intersection
 - i. Was approved by the traffic committee
 - ii. Install a 3-way intersection with stop bars
 1. Stop bars to be before the crosswalk—4ft minimum. Consult with engineering if needed.
 - iii. Complete crosswalk connections for all three street frontages
 1. Add in crosswalk striping to the west side of the 3-way stop.
 - iv. Resubmit with drawing on 3-way intersection.
3. **Fire Marshall:**
 - a. **Requirement 1** – No additional comments.
4. **Building**
 - a. **Requirement 1** – No additional comments.



Staff Present:

Nathan Satcher (Senior Planner), Kevin Bates (Building Official), Jerald Little (Engineering Technician), Blake Michaels (Fire Inspector), Meridian McDaniel (Planner I).

Project: WCU Arts Building

Address: 710 William Carey

Presented by: John Anglin

Project Type: Renovations

PPIN: 13785, 13786, 13787

Flood Zone:X

Historic District: N/A

Elevation Certificate Required: No

County: Forrest

Ward: 3

Estimated Cost: TBD

Zoning: R-3

Designated Use: TBD

PROJECT SUMMARY:

- Applicant Summary
 - WCU wanting to add a new arts building.
- Planning
 - One of the properties was not included in the previous WCU rezone.
 - WCU might go through another rezoning request for the new properties they acquired.
 - For this project, add landscaping buffer to cover the plans for now.
 - Need a 10' landscape buffer between R-3 and R-1 zone
 - Sidewalk
 - This project will most likely establish the sidewalk pattern for the Cherry Stret section.
 - Consider measuring the road to the sidewalk to the north and mirror that for this project.
 - Accessory use to the existing campus per 5.4.43.1.A; no conditional use needed
 - Need to see building/architectural elevations
 - Show landscaping plan
 - Staff suggestion for live oaks
 - Under .5 acres, but still need to meet pre/post-development runoff rates; show all methods of runoff reduction for site
- Building
 - No comments at this meeting.
- Engineering
 - No comments at this meeting.
- Fire
 - No comments at this meeting.

NEXT STEPS:

Pre-application meeting notes are provided as a courtesy by staff during pre-application meetings. These notes are not exhaustive. All Land Development Codes and City Ordinances apply, even if not listed during a pre-application meeting.

- Additional information
 - Apply for site plan review when ready.
- Permits
 - Apply for permits indicated below

APPLICATIONS REQUIRED:

- | | |
|--------------------------------------------------------------------------------|------------------------------------------------------|
| <input checked="" type="checkbox"/> Site Plan Review Checklist and Application | <input type="checkbox"/> Conditional Use Application |
| <input type="checkbox"/> Public Hearing Application | <input type="checkbox"/> Street/Alley Closing |
| <input type="checkbox"/> Variance Application | <input type="checkbox"/> Major Subdivision |
| <input type="checkbox"/> Rezone Application | <input type="checkbox"/> Minor Subdivision |
| <input type="checkbox"/> Certificate of Appropriateness (Historic) | <input type="checkbox"/> Building Permit Application |
| <input type="checkbox"/> Privilege Tax License | <input type="checkbox"/> Sign Permit |

Pre-application meeting notes are provided as a courtesy by staff during pre-application meetings. These notes are not exhaustive. All Land Development Codes and City Ordinances apply, even if not listed during a pre-application meeting.



Hattiesburg Planning Commission Planning Division

Item B - Staff Report

July 1st, 2026

Quick Facts:

Applicant:

Hattiesburg Clinic

Address:

7 Medical Blvd

Zoning:

EM-3

Future Land Use:

Neighborhood Center Mixed
Use District

Historic District:

N/A

Overlay District(s):

N/A

Flood Zone:

AE-100 (100 Year)

Ward:

3

County:

Forrest

PPIN Number(s):

17832 & 17834

Parcel Number(s):

2-028N-07-213.00 &

2-028N-07-214.00



Property Area Image

Applicant's Request:

Hattiesburg Clinic, Applicant, requests a conditional use approval for a "parking lot" for an EM-3 zoned property located at 7 Medical Blvd (PPINs 17832 & 17834, Forrest County, Ward 3).



Property Area Image

Background and History

The applicants met with staff during a pre-application meeting and explained to staff that they intend to demolish the existing building on site and replace it with a new parking lot for staff and overflow parking for the various Hattiesburg Clinic properties. Staff went over the requirements for parking lots in a form-based code district, which includes a conditional use request, specific landscaping, and buffer areas. The property is located in a flood zone because it sits on the edge of a portion of an unnamed stream.



Hattiesburg Clinic and Forrest General Campus
Surface Level Parking- Gold
Parking Garage- Blue

Hattiesburg Clinic and Forrest General

offer several parking options nearby, including more than 900 spaces in the main Hattiesburg Clinic lot north of the site. Since 2022, Forrest General, Hattiesburg Clinic, and Jones Company have requested multiple parking lots within the midtown form-based code district. These additions have expanded parking capacity by hundreds or thousands of spots, but have not contributed to the urban character of the midtown area, particularly the district. Alternatives to surface parking include constructing a parking deck or garage, which provides more parking on a smaller area than surface lots. Building a parking garage would also support new development with buildings and businesses, helping to grow the district. A parking garage could also be designed with 1st-floor commercial units and parking decks above the first floor, or with parking on lower floors and residential units on the upper floors.

Surface-level parking within a form-based code district must be evaluated not only for compliance with the code but also against the district's core goals: to foster walkable, compact, and economically vibrant neighborhoods. One of the major themes of the Midtown in Motion Master Plan (adopted July 2, 2013) is "Activating Midtown," which calls for people-friendly streets framed by buildings and enhanced urban design. At the time of adoption, the plan identified the overabundance of surface parking as a major issue and specifically recommended structured parking decks to maximize land value and development capacity for Midtown's growing medical institutions.

Beyond design, the economic opportunity cost of surface parking is substantial. Surface lots are among the lowest-performing land uses in terms of tax generation and employment density. As documented in the Midtown plan and supported by national best practices, structured parking—though more costly upfront—preserves developable land for productive uses and supports compact, economically resilient growth. Continued approval of surface lots in Form Based Code districts compromises the long-term public value of these high-opportunity corridors.

Exhibit 19 – Southwest Area



This area encompasses Hattiesburg Clinic, Bedford Care Center, the Cancer Center and substantial areas of surface parking which over time will be transformed by structure parking, new medical related building and senior housing.

Key Recommendations

- A** Single-family homes front 31st Ave with rear-access.
- B** Extension of 30th Ave southward connecting to Mamie St. and Medical Blvd. creates new street connections and enhances circulation.
- C** "Little Gordy" Creek natural detention pond serves as an amenity for Hattiesburg Clinic and Forrest General Cancer Center employees and enhances stormwater capacity for Midtown.
- D** Existing Forrest General Cancer Center.
- E** Two- to three-story medical-related building fills in surface parking lot and anchors block corner.
- F** Cottage court single-family provides new housing option and lower intensity transition to adjacent residential to west.
- G** Two- to three-story medical-related buildings abut newly extended 30th Ave and reconstructed Mamie St. (Hattiesburg Clinic former surface parking lot).
- H** Two- to three-story medical-related building with skyway connection to Hattiesburg Clinic (strengthening the block corner).
- I** Small, low maintenance single-family homes front 31st Avenue providing a buffer between the more intense Clinic activity to east.
- J** Independent, assisted living and senior housing (single-family, townhouse, cottages) provide a variety of continuum care housing options in proximity to Hattiesburg Clinic and Forrest General Hospital.
- K** Reconstructed three- to four-story assisted living and nursing home facility.
- L** Two- to three-story medical-related office buildings abutting Medical Blvd. connecting to 30th Ave extension.
- M** Replacement of extensive surface parking lot with multi-story parking structure with skyway access to Hattiesburg Clinic enables significant redevelopment.
- N** Hattiesburg Clinic serves as major anchor to Midtown.
- O** Linear park within floodplain enhances stormwater quality flowing into Gordon's Creek and serves as a natural amenity for the area.
- P** Existing 28th Place medical building.

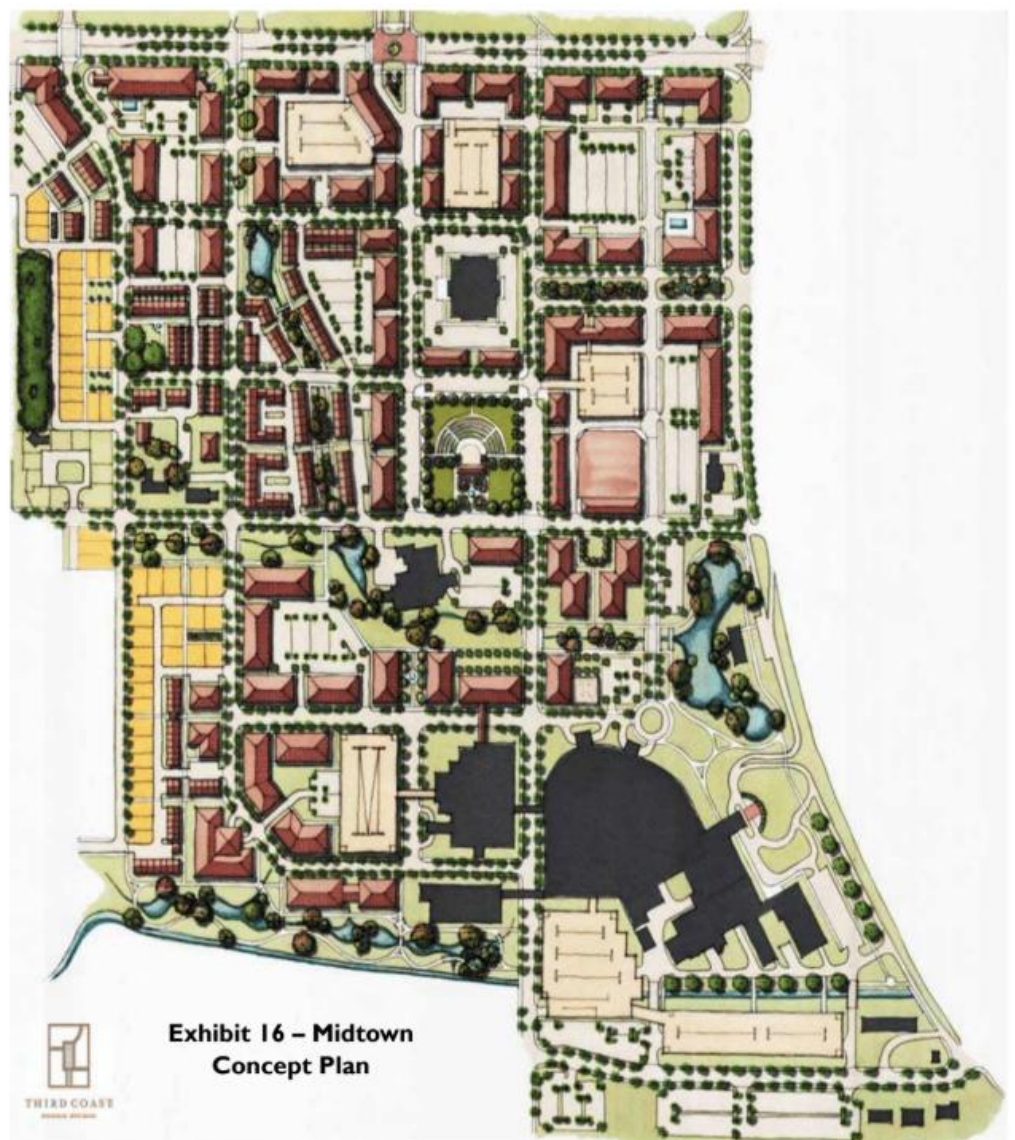
Area Layout Plan from Midtown in Motion Master Plan

“The centerpiece of the Midtown Plan is the illustrative Conceptual Master Plan for Midtown. The Concept Plan presents an ultimate build out scenario for the full redevelopment of Midtown. In viewing the Concept Plan, it is important not to focus on the exact placement/type of proposed development, but the overall concept being proposed.

The Concept Plan assumes that almost all existing development, except Forrest General Hospital, Hattiesburg Clinic, and a few scattered buildings, will be replaced over an extended period of time with denser, more walkable and vibrant mixed uses, urban residential, senior living, and medical- related facilities and services.

The Plan assumes that almost half of the future development will be mixed use - combinations of retail - residential and office offering opportunities for shared parking and reduction of overall parking requirements, and thus yielding higher building square footage potential.

It also assumes decked parking (surface parking with one-story of structured parking above). Without which building footprints and heights could not be achieved nor could ground-floor retail be offered. If a multi-storied structured parking deck (three or more levels,) were developed, an even more vibrant mixed use environment can be created. With the expansion of transit availability, even higher densities might be possible.” (“Concept Plan,” Midtown in Motion, pg. 37)



Overall Layout Plan from Midtown in Motion Master Plan

Conditional uses allow a community to permit flexibility only when aligned with the zoning ordinance's intent. If the Planning Commission chooses to consider this application, staff recommends evaluating the following potential conditions of approval:

- Enhanced landscaping around and throughout the site, above and beyond the requirements already listed in the Form-Based Code's surface parking lot requirements.
- Consider tabling the item to get more information regarding:
 - Submit a conceptual layout showing how the lot could be redeveloped with building pads, access, and utilities.
 - A master development strategy for Hattiesburg Clinic's surrounding properties to contextualize the parking need within a broader master plan
 - A parking count for the existing spaces to compare to the parking spaces required by code.

Future Land Use:

Neighborhood Center Mixed-Use Districts provide locations for a range of compatible uses that primarily serve neighborhood residents, area businesses, employment centers, and visitors drawn to the special district. In this district, a mix of land uses may be found that complement the character of the surrounding neighborhoods and/or employment centers, and allow the extension of certain non-residential land uses to properties that had previously been used as residences. Areas with this designation contain residential properties in transition and a mix of existing types.



Residential properties in transition are considered to be properties that are vacant, abandoned, or temporarily rented until a viable use is identified. Minor changes in these areas, such as increases in traffic, encroachment of non-residential uses, and high vacancy rates, give the perception that single-family, owner-occupied housing is no longer sustainable. This description does not include areas characterized as follows: a majority of the properties are occupied as residential properties; non-residential uses have not yet penetrated the residential block; and non-residential uses are only proposed to satisfy the desires of the owner(s) of a single property.

District Characteristics The characteristics of this district include the following: a mix of building types; residential buildings that have been converted to non-residential uses, such as offices; buildings with shallow front and side yards; small private parking areas and shared parking in public lots; green

space in the form of smaller private yards and courtyards; and buildings with both residential and commercial uses.

District Land Uses The following land uses should be found in this district: single-family residential uses; accessory apartments; small townhome developments (six to eight units per acre; development sizes no greater than two acres); second-floor apartments over retail or service businesses; smaller, low-intensity retail and service businesses, such as specialty shops, delis and cafes; public and quasi-public uses, such as churches, schools Comprehensive Plan. This zoning district encourages protected residential neighborhoods with only compatible supporting institutional uses and open space.

Codes and Regulations

Section 4.4 Permitted Use Table (FBC Page 48)

	MX -3, -4, -5	EM -2, -3	EM -4, -6, -9	RA -3	RD -2	OS	Definition/ Use Standard
Commercial Uses							
Ambulance service	P	P	P	X	X	X	Sec. 4.5.C.1
Hotel, motel (13 or more rooms)	P	X	X	X	X	X	Sec. 4.5.C.2
Hospice	P	P	P	X	X	X	Sec. 4.5.C.3
Hospital	X	P	P	X	X	X	Sec. 4.5.C.4
Medical clinic, office	P	P	P	X	X	X	Sec. 4.5.C.5
Office	P	P	P	L	X	X	Sec. 4.5.C.6
Parking lot or garage	PC	PC	PC	X	X	X	Sec. 4.5.C.7
Veterinary clinic	L	L	L	X	X	X	Sec. 4.5.C.8

Key: P = Permitted by-right
 PC = Planning Commission review required
 L = Use permitted subject to use standards specified in cross-reference
 X = Not permitted

Note: None of the above permitted uses include an "adult entertainment establishment" as defined in the Land Development Code.



Considerations and Basis for Approval

Applicant's Request:

Recommend approval or denial of a conditional use request for a "parking lot" for an EM-3 zoned property located at 7 Medical Blvd (PPINs 17832 & 17834, Forrest County, Ward 3).

12.3.3.1 Compliance Required. Uses requiring Planning Commission approval, as noted in the Table of Uses in Section 5 of this Code, shall be approved subject to this Section. Any application for such

use must comply with all applicable standards that apply to similar uses and properties in the zoning district in general, the specific conditions listed for that use in Section 5, and the following criteria. Where conflicts exist, the Planning Commission shall determine which criteria apply on a case-by-case basis.

12.3.3.2 Additional Approval Criteria. In addition to the standards mentioned above, the applicant for a request for the Planning Commission to approve a use shall be required to demonstrate that his/her proposal addresses the following additional requirements, except that the Planning Commission may waive any one or more criteria that it determines are not applicable based upon the expected impact of the proposal.

Determination that adequate public facilities and services will be available concurrent with the impacts of the development as evidenced by letters of sufficiency from utilities and schools and a determination by the city engineer that the available capacity of existing streets can safely provide access to the site.

The proposed development will be compatible with surrounding uses and will protect adjacent properties through the following measures:

Protection of privacy. The proposed plan shall provide reasonable visual and auditory privacy for all dwelling units located within and adjacent to the site. Fences, walls, barriers and / or vegetation shall be arranged to protect and enhance the property and to enhance the privacy of on-site and neighboring occupants.

Protection of use and enjoyment. The proposed plan shall be designed and arranged to have minimal negative impact on the use and enjoyment of adjoining property.

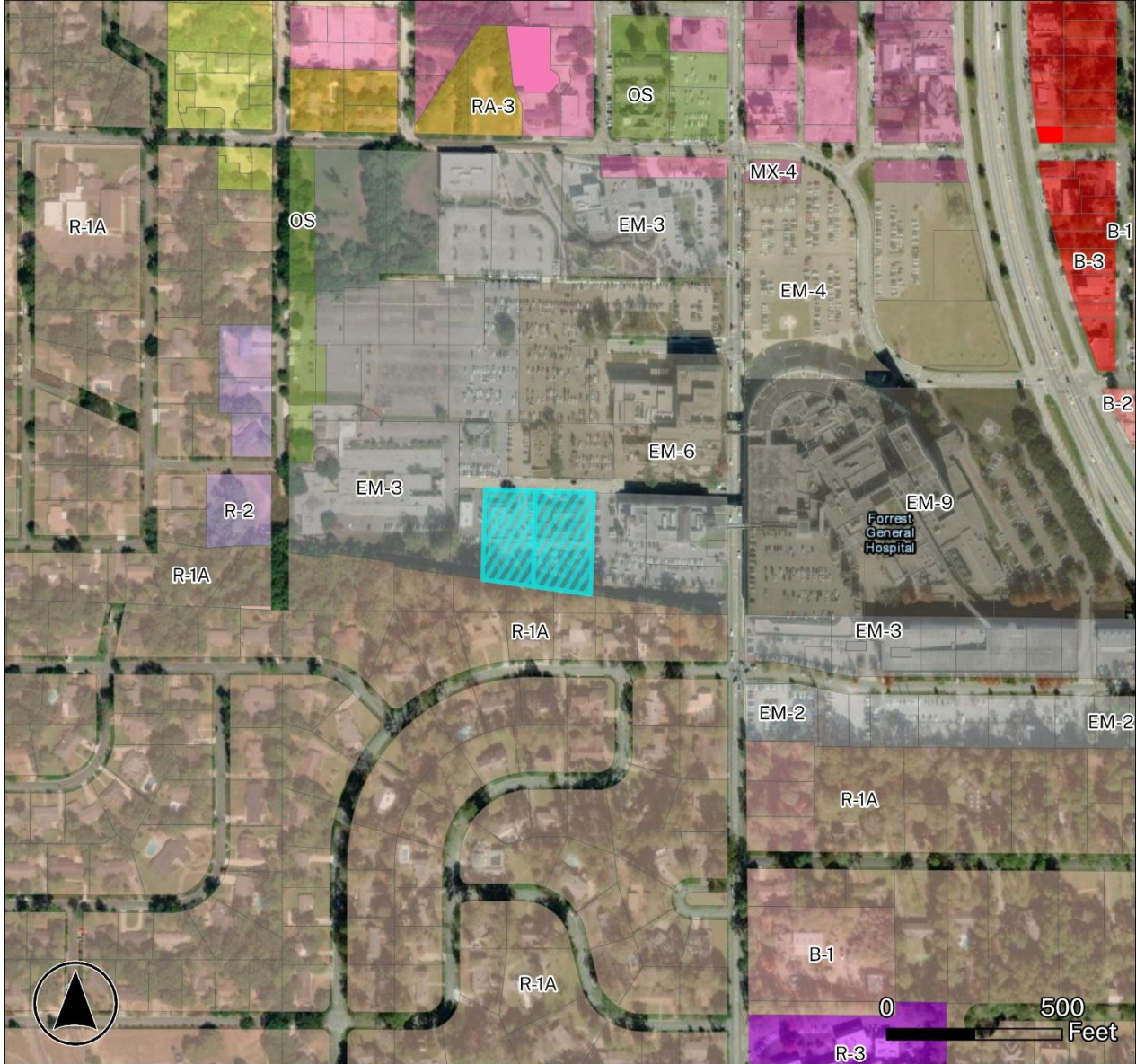
Compatible design and integration. The use meets all design criteria required by this Code that apply and is designed to integrate well both on and off site.

12.3.5.4.viii. Conditions.

Conditions may be imposed on any application to ensure compliance with the Land Development Code and other rules and regulations and to protect the neighborhood. Conditions may include but are not limited to parking location /design, site design, expiration of approval requiring renewal, intensity of use, occupancy, hours of operation, etc. Such conditions shall be reasonable and related to the expected impacts of the development.

Conditional Use Request for Surface Parking

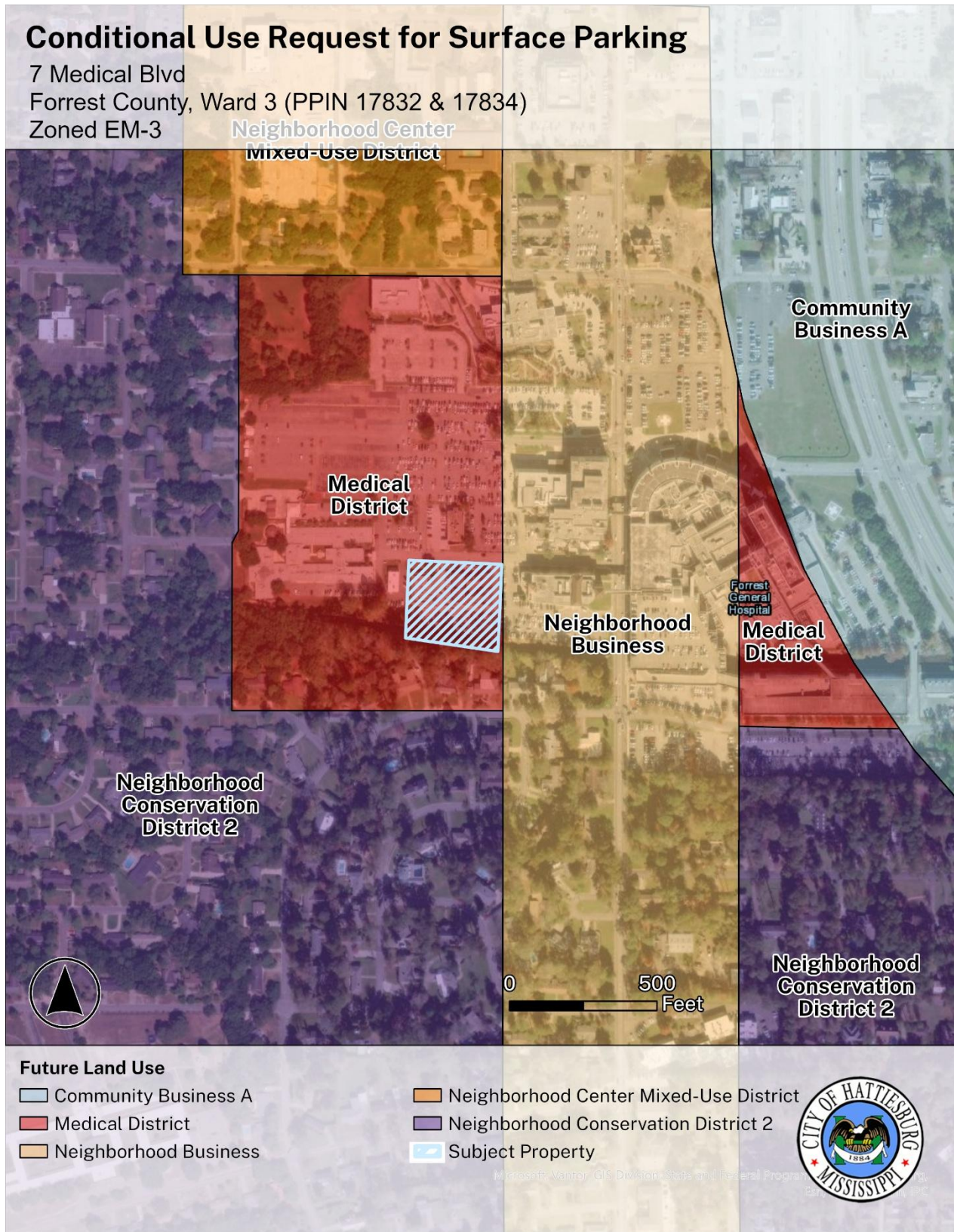
7 Medical Blvd
Forrest County, Ward 3 (PPIN 17832 & 17834)
Zoned EM-3



Zoning Districts

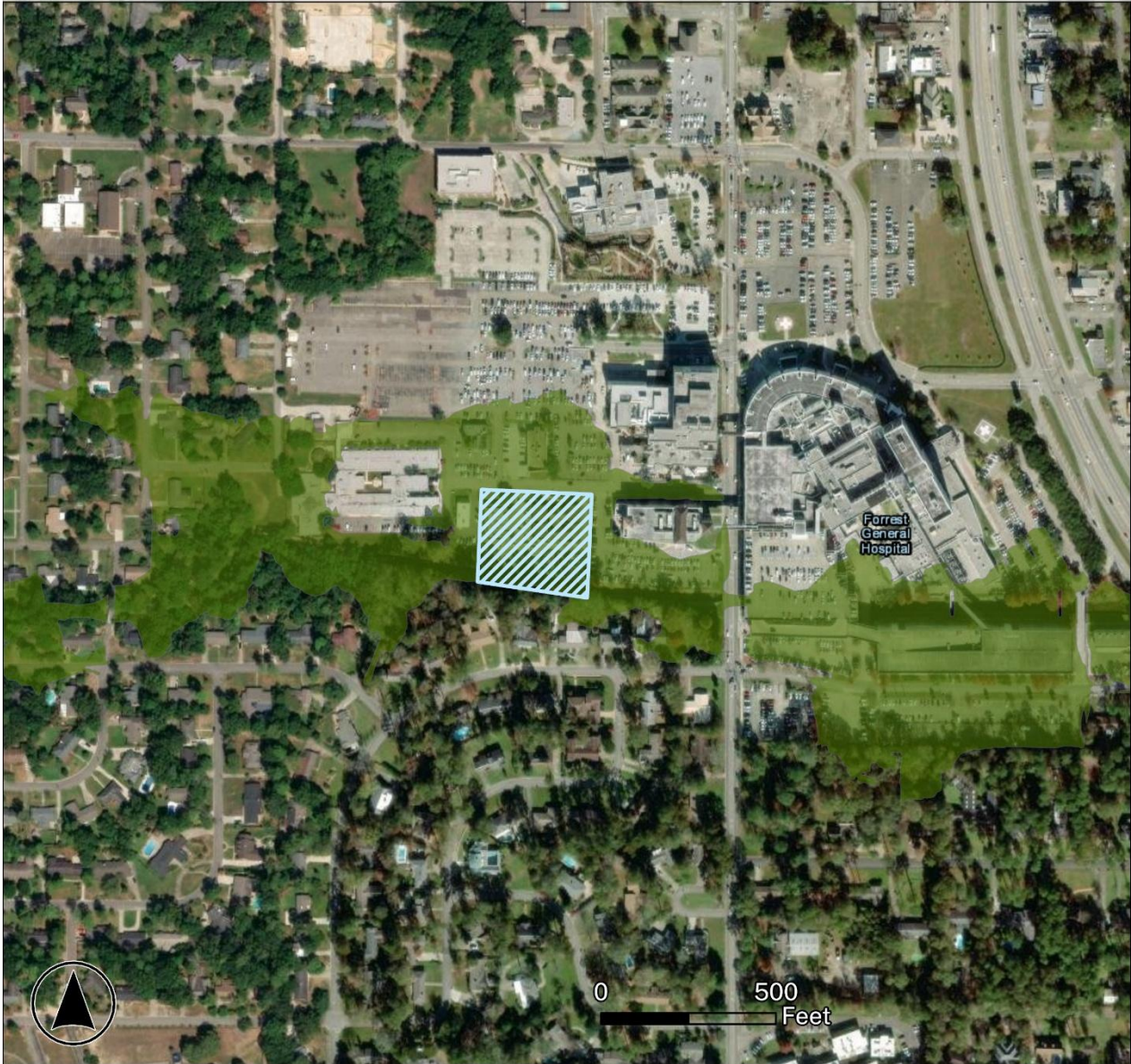
- | | | | |
|------|------|------|------------------|
| R-1A | B-3 | EM-2 | OS |
| R-2 | RD-2 | EM-3 | Subject Property |
| R-3 | RA-3 | EM-4 | |
| B-1 | MX-3 | EM-6 | |
| B-2 | MX-4 | EM-9 | |





Conditional Use Request for Surface Parking

7 Medical Blvd
Forrest County, Ward 3 (PPIN 17832 & 17834)
Zoned EM-3



Flood Zones & Wetlands

- FLOODWAY AREA IN ZONE AE
- ZONE A (100 yr flood - no elevation)
- ZONE AE (100 yr flood w / elevation)
- ZONE SX (500 yr flood)
- Subject Property



Examples of Mixed-Use Garages

Mixed Use Parking Garage, Durham, NC

- 15,687 sqft retail space
- 4,750 sqft office space
- 667 parking spaces



Mixed Use Parking Garage, South Market District, Downtown New Orleans, LA

- 27,000 sqft retail space
- 435 parking spaces



Examples of Mixed Use Garages



The Z Garage, 1234 Liberty Street, Detroit, MI

- 1,287 Parking Spaces
- Spans an entire city block
- Ground floor retail





Application for Public Hearing

City of Hattiesburg – Planning Division

PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599

NOTE:

- Fill this application out IN FULL with what applies to your application
- Refer to the hattiesburgms.com/planning for Land Development Code and GIS map. Access via link or QR code



Applicant Information

Name Applicant: Joey Davion, Hattiesburg Clinic **Project Name:** Medical Boulevard Parking Expansion

Municipal Address of Site: 7 Medical Boulevard, Hattiesburg, Mississippi 39401 **PPIN #:** 17832 & 17834

Parcel Number(s): 2-028N-07-213.00 & 2-028N-07-214.00

Type of Public Hearing	Additional Information Needed:
<input type="checkbox"/> Variance (fill out pages 7 & 8)	<input type="checkbox"/> Sign <input type="checkbox"/> Setback <input type="checkbox"/> Off-Site Parking <input type="checkbox"/> Lot Width <input type="checkbox"/> Lot Coverage Area <input type="checkbox"/> Buffer <input type="checkbox"/> Open Space <input type="checkbox"/> Other: _____
<input type="checkbox"/> Rezoning (fill out page 11)	Existing Zoning: _____ Proposed Zoning: _____
<input checked="" type="checkbox"/> Conditional Use (fill out pages 9 & 10)	<input type="checkbox"/> Automotive Filling Station <input type="checkbox"/> Digital Billboard, New <input type="checkbox"/> Digital Billboard, Replacement <input type="checkbox"/> Telecommunications <input type="checkbox"/> Restaurant <input type="checkbox"/> Solar Farm <input checked="" type="checkbox"/> Other: <u>Parking Lot</u>

Other Application types:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Subdividing of a lot, Parcel, or Tract (fill out page 12)
<input type="checkbox"/> Street or Alley Renaming (fill out pages 13 & 14)
<input type="checkbox"/> Vacating Street or Alley (fill out pages 13 & 14) | <input type="checkbox"/> Text Amendment
<input type="checkbox"/> Overlay District
<input type="checkbox"/> Planned Mixed-Use District (PMU) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|

For Staff Only:				
Zoning:	Historic District:	Flood Zone:	Ward:	
			<input type="checkbox"/> 1	<input type="checkbox"/> 2
Project Number:		Received:		
PPIN # or Parcel #:				

Updated Version 05/22/25

OWNER AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE OWNER(S) OF THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the OWNER(s) of the subject property located at

415 S 28th Avenue Hattiesburg Mississippi
Street Address City State

on this the 26th day of May, 2026.

In the matter of this request, the property owner further authorizes the following named person(s) to represent them at the public hearing on this petition.

Joey Davion, Director of Facilities

on this the 26th day of May, 2026.

Joey Davion, Hattiesburg Clinic
Property Owner (Print)

Joey Davion
Property Owner (Signature)

STATE OF Mississippi

COUNTY OF Lamar

Personally came and appeared before me, the within named

Joey Davion

who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 26 day of May, 2026

Jean Anne Potin
NOTARY PUBLIC

My Commission Expires:

4/24/2027



FOR CONDITIONAL USE APPLICANTS:

Section 12.3.3.1 Compliance Required. Uses requiring Planning Commission approval as noted in the Tables of Uses in Section 5 of this Code, shall be approved subject to this Section.

Any application for such use must comply with: all applicable standards that apply to similar uses and properties in the zoning district in general, the specific conditions listed for that use in Section 5, and the following criteria. *Where conflicts exist, the Planning Commission shall determine which criteria apply on a case-by-case basis.*

1. **Does this application meet the conditions set forth in Section 5 of the LDC for the requested use? If yes, please explain:**

Yes, the proposed site design has been engineering to fully comply with all development and use conditions set forth in section 5 of the Land Development Code regarding surface parking lot facilities. The plan will meet the City of Hattiesburg's standards for design, landscaping, and safety.

2. **Describe the effects the proposed use of utilities and facilities will have on the community.**

The proposed project will provide parking for a clinical facility located on the Hattiesburg Clinic site. The additional parking will provide capacity for the building addressed at 7 Medical Boulevard which will be operated by a separate entity than Hattiesburg Clinic. Due to the tenant being a separate entity from Hattiesburg Clinic, shared parking between the project site, 7 Medical Boulevard, and the existing Hattiesburg Clinic parking is not desirable. The proposed project will provide dedicated parking for 7 Medical Boulevard.

3. **Describe how the size of the site is appropriate for the proposed use.**

The size of the subject property is ideally suited for the proposed parking lot. The parcel provides adequate square footage to accommodate a functional layout for staff and patient parking for 7 Medical Boulevard. Furthermore, the space is large enough to integrate aesthetic landscaping, interior landscape islands, and dedicated infrastructure to support alternative transit options. The site allows for a parking facility that directly satisfies the need for dedicated parking for 7 Medical Boulevard while maintaining a professional and attractive street scape.

4. **Will there be any additional pedestrian or vehicular traffic generated by the proposed use? If yes, please explain:**

Yes, the proposed project will serve a building that will be utilized by an entity other than Hattiesburg Clinic. The proposed clinic will generate additional traffic which will require additional parking. As previously stated, mixing of the parking for 7 Medical Boulevard with Hattiesburg Clinic parking is not desired.

5. **Will there be any elevation in the noise level resulting from this proposed use? If yes, please explain:**

No, noise levels will be similar to the current noise levels resulting from the existing Hattiesburg Clinic parking lots which surround the proposed project site.

6. **What is the expected number of customers/employees per day?**

7. **Is proposed use compatible with surrounding uses and design? If yes, please explain:**

Yes, the proposed lot is fully compatible with the surrounding land uses. The proposed lot is found within an active medical area, immediately beside Hattiesburg Clinic and across the street from a parking lot for Forrest General Hospital. The proposed project is essential for providing parking to support the proposed clinic and is consistent with the character of the surrounding area.

8. **Parking requirements:** Commercial/Industrial: Paved parking will be provided for _____ vehicles, and _____ ADA vehicles; with _____ loading spaces.

For more information, please reference the Land Development Code Section 12.3.3.2

Refer to the hattiesburgms.com/planning for Land Development Code and GIS map. Access via link or QR code.





Staff Present:

Nathan Satcher (Senior Planner), Kevin Bates (Building Official),
Jerald Little (Engineering Technician), Meridian McDaniel (Planner I),
Noah Gower (Engineering Technician), Nick Bishop (Fire
Department)

STATUS: **SUBMIT FOR PUBLIC HEARING**

Project: New Parking Lot

Address: Medical Boulevard

Presented by: Dustin Gatlin

Use Designation: Parking Lot

PPIN: 22194 & 22195

Flood Zone: AE

Historic District: N/A

Elevation Certificate Required: No

County: Forrest

Ward: 3

Construction type: New Construction

Zoning: MX-3

Estimated Cost: TBD

Project Summary:

- Applicant Summary
 - The clinic wants to demolish the existing building, leave as much concrete as possible, and create a new parking lot in its place for staff/overflow parking.
 - Applicant and engineering firm not involved with the demo work.
- Planning
 - Property is located in a Form-based Code zoning district (MX-3)
 - Parking lots are a conditional use approval in this zoning district
 - Note on public hearings:
 - Planning commission/city council can add additional conditions onto a conditional use approval. More landscaping has been a trend that both bodies have added to conditional use requests recently.
 - Might be good for the application/presentation to speak to any long-term plans for the campus, how it fits into the midtown plan, why the extra parking is needed, etc...
 - Form-based code parking lot design (Section 5.1)
 - *Notes below are things that were specifically discussed in the meeting. All of the requirements in the form-based code, specifically section 5.1, apply to the project.*
 - Landscaping buffer along the street frontage (perimeter screening)
 - A 10ft wide landscaped area with a continuous row of shrubs has to be between the street and the parking lot
 - Shrubs have to be 18 inches at planting and reach a minimum of 36inches in height within 3 years of planting

Pre-application meeting notes are provided as a courtesy by staff during pre-application meetings. These notes are not exhaustive. All Land Development Codes and City Ordinances apply, even if not listed during a pre-application meeting.

- Staff recommendation for azaleas or sweet olives
 - Can be reduced to 5 ft of landscape area if there is a 3ft high masonry wall installed
 - Interior islands
 - Landscape island required for every 10 parking spaces
 - Have to be below level of parking lot surface to allow for runoff capture
 - Must be 9ft in width and 320 square feet in area
 - Each must have at least 2 shade trees
 - There has to be at least 1 tree for every 3000 sqft of parking area (including driving lanes)
 - Bike parking
 - Locate this closer to the main building
 - See FBC section 5.1.D for bike parking requirements
 - Things needed for Site Plan submittal
 - All property lines for the property
 - Storm water calculations
 - Lighting plan (if installing new lights)
- Building
 - No comments at this time.
- Engineering
 - When building is demolished, call the water billing office to request a kill service for the water and make sure to cap the sewer
 - Staff recommendation for straight parking spaces rather than angled spaces
 - Disturbed area appears to be over .55 acres. Stormwater calculations required to show that post-runoff does not exceed pre-runoff rates
 - The following are also needed
 - SWPPP
 - Provide SCNOI (does not have to be filed with state)
 - Erosion control plan
 - Stormwater maintenance agreement (must be filed with county chancery clerk's office)
 - Correspondence that off-site drainage has been studied for no-impact
 - Land Disturbance permit required before grubbing and grading of site
- Fire
 - No comments at this time.

NEXT STEPS:

- Additional information
 - A conditional use will be needed for the parking lot in the form based code district.
 - Public Hearing with Board of Adjustment.
 - July Dates:
 - Application Deadline: May 26th, 2026, at 5:00 pm
 - Public Hearing Date: July 1st, 2026, at 1:00 pm
 - August Dates:
 - Application Deadline: June 29th, 2026, at 5:00 pm
 - Public Hearing Date: August 5th, 2026, at 1:00 pm
- Site Plan review required as well. Approval of the site plan review is contingent upon being granted a conditional use approval. Subsequent permit for the parking lot also required pending site plan approval.

Pre-application meeting notes are provided as a courtesy by staff during pre-application meetings.

These notes are not exhaustive. All Land Development Codes and City Ordinances apply, even if not listed during a pre-application meeting.

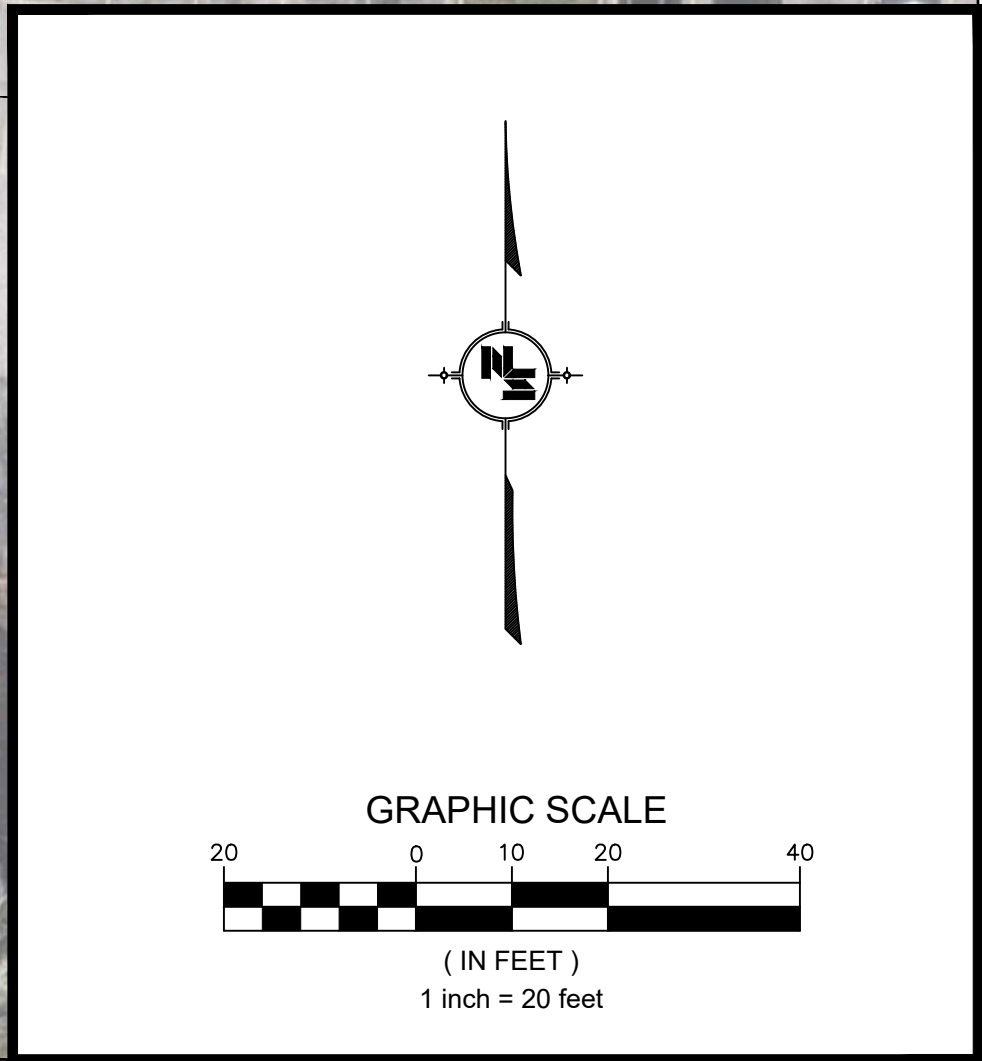
- Demo permit required for removal of building

APPLICATIONS REQUIRED:

- | | | | |
|-------------------------------------|--------------------------------------------|-------------------------------------|-----------------------------|
| <input checked="" type="checkbox"/> | Site Plan Review Checklist and Application | <input checked="" type="checkbox"/> | Conditional Use Application |
| <input checked="" type="checkbox"/> | Public Hearing Application | <input type="checkbox"/> | Street/Alley Closing |
| <input type="checkbox"/> | Variance Application | <input type="checkbox"/> | Major Subdivision |
| <input type="checkbox"/> | Rezone Application | <input type="checkbox"/> | Minor Subdivision |
| <input type="checkbox"/> | Certificate of Appropriateness (Historic) | <input checked="" type="checkbox"/> | Building Permit Application |
| <input type="checkbox"/> | Privilege Tax License | <input type="checkbox"/> | Sign Permit |

Pre-application meeting notes are provided as a courtesy by staff during pre-application meetings. These notes are not exhaustive. All Land Development Codes and City Ordinances apply, even if not listed during a pre-application meeting.

- NOTES**
1. CONCRETE WILL BE POURED UNDER FOOTPRINT OF DEMOLISHED BUILDING.
 2. EXISTING CONCRETE OUTSIDE OF THE REMOVED BUILDING WILL BE TIED INTO THE NEW CONCRETE.
 3. ALL CURB AROUND RAISED ISLANDS WILL BE TYPE 1 INTEGRATED CURB.
 4. PROJECT FOOTPRINT IS APPROXIMATELY 1.08 ACRES OR 47,045 SQ.FT.
 5. PER MIDTOWN HATTIESBURG FORM-BASED CODE, A MINIMUM OF 16 TREES SHALL BE ON SITE. 24 TREES ARE SHOWN IN VARIOUS RAISED ISLANDS.
 6. 4 ADA HANDICAP ACCESSIBLE PARKING STALLS ARE AVAILABLE PER MIDTOWN HATTIESBURG FORM-BASED CODE. 1 OF THOSE STALLS PROVIDE VAN ACCESSIBILITY.



NOTICE TO DRAWING HOLDER
 NEEL-SCHAFFER, INC., HERINAFTER REFERRED TO AS THE ENGINEER HAS PREPARED AND FURNISHED THIS DRAWING TO THE OWNER FOR USE ON THIS PROJECT ONLY. THIS DRAWING SHOULD NOT BE USED ON EXTENSIONS OF THIS PROJECT OR ON ANY OTHER PROJECT. ANY REUSE OF THIS DRAWING, WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY THE ENGINEER, SHALL BE AT THE REUSER'S SOLE RISK AND THE REUSER SHALL INDEMNIFY AND HOLD HARMLESS THE ENGINEER FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING ATTORNEY'S FEES ARISING OUT OF OR RESULTING THEREFROM.

REVISIONS			DRAWING INFORMATION	
NO.	DATE	BY	DESCRIPTION	
				N-S PROJECT NO.: ###
				FILENAME: Master.dwg
				SCALE: 1" = 20'
				SURVEYED BY: #
				DSGN: # DATE: #
				DRWN: # DATE: #
				CHKD: # DATE: #
				QA/QC: # DATE: #

**HATTIESBURG CLINIC
 PARKING LOT
 LAYOUT
 #
 HATTIESBURG, MS
 FORREST COUNTY**

PRELIMINARY
 NOT FOR
 CONSTRUCTION



PARKING LOT CONCEPT	
WORKING NUMBER: #	DRAWING NUMBER: ####



Hattiesburg Planning Commission Planning Division

Item C - Staff Report

July 1st, 2026

Quick Facts:

Applicant:

Alan Howe

Address:

52 Fair Lake Drive

Zoning:

R-1A (Single-Family
Residential)

Future Land Use:

Neighborhood Conservation
District 2

Historic District:

N/A

Overlay District(s):

N/A

Flood Zone:

X

Ward:

1

County:

Forrest

PPIN Number(s):

9823

Parcel Number(s):

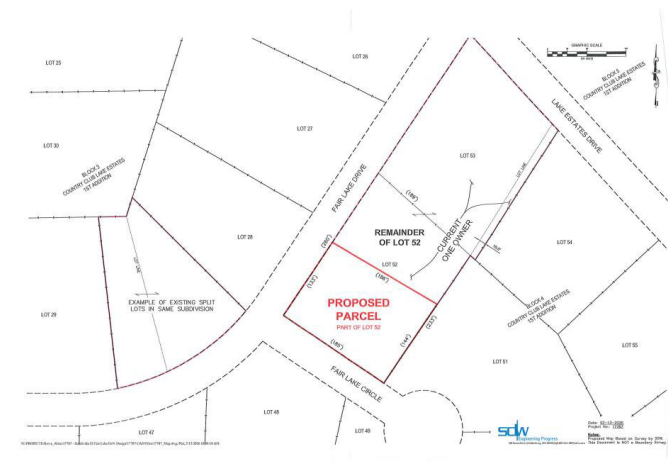
2-025L-35-037.00



Property Area Image

Applicant's Request:

Subdivision Request- Alan Howe, Applicant, requests to alter a platted subdivision known as the "Country Club Lake Estates, 1st Addition" for a property located at 52 Fair Lake Drive (PPIN 9823, Ward 1, Forrest County).



Background and History

The applicant met with staff at a pre-application meeting in February 2026 to discuss subdividing a lot within a platted subdivision to construct a new single-family home. Staff notified the applicant that the property is located within a recorded platted subdivision and that state law requires City Council approval to alter a recorded subdivision plat. The proposal includes the division of Lot 52, within the platted subdivision known as “Country Club Lake Estates, 1st Addition.” The proposed new boundaries and dimensions of each lot would meet the zoning requirements for the R-1A zoning district. The subdivision has existing covenants, but those are a private matter, as the city is not a party to enforcing covenants.



Surrounding Area Image

This request is being processed as a plat alteration/replat pursuant to Miss. Code Ann. § 17-1-23 and the City’s subdivision regulations. If approved, the revised plat will apply to the lot(s) included in the request and will be recorded in the Office of the Chancery Clerk. Recording of the amended plat is required before the altered lot configuration can be recognized for purposes of future conveyance, permitting, or development. Approval of the replat does not waive or replace any other applicable requirements of the Land Development Code, building and fire codes, or utility and access standards, and any existing easements or rights-of-way must be addressed and shown as required in the final plat.

Future Land Use:

Neighborhood Conservation District 2 – Suburban Neighborhoods: This Neighborhood Conservation District is primarily a residential district located in conventional subdivisions. In this district, large tracts of land were platted as single-family residential neighborhoods. Other than schools and churches, non-residential land uses are not typically found in these districts.

District Characteristics: The characteristics of this district include the following: low-density or moderate-density single-family residences; building lots with front and side yards with standard depths; and a lower overall density of development than downtown or historic neighborhoods.



Surrounding Area Image

District Land Uses: The following land uses should be found in this district: single-family residential uses; public and quasi-public uses, such as churches and schools; small neighborhood parks and tot lots.

Codes and Regulations

SECTION 4: Zoning Districts Established

4.5.3 R-1A Residential District

The purpose of the R-1A District is to permit single-family residential uses with related recreational, religious, and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower-density residential neighborhoods with only compatible supporting institutional uses and open space.

SECTION 6: Dimensional Standards and Measurements

Table 6.1 Dimensional Standards

District	Minimum Lot Size in SF/ Width at Setback	Max. Dwelling Units	Max. Floor Area Ratio	Setbacks in feet				Max. Height*	Max. Impervious Surface Lot Coverage	Buffer in Feet
				Min. Front	Max. Front	Min. Side	Min. Rear			
A-1	130,680 / 100	1 per lot	-	25	-	15	25	35 feet or 3 stories	35%	-
A-2	43,560 / 100	1 per lot	-	25	-	15	25	35 feet or 3 stories	50%	-
R-1A	10,000/ 50	1 per lot	-	30	-	10	25	35 feet or 3 stories	50%	-
R-1B	7,500/ 50	1 per lot	-	25	-	10	25	35 feet or 3 stories	50%	-
R-1C	5,000/ 50	1 per lot	-	20	-	10	25	35 feet or 3 stories	50%	-

SECTION 11: Administration and Enforcement

11.10.1.8 Subdivision Violations. The owner of a subdivision shall not transfer title to any lot in such subdivision until such time as the final plat has been approved by the appropriate authority as outlined in this Code and duly recorded in the office of the Chancery Clerk of Forrest County or Lamar County, Mississippi. Transfers prior to such approval and recording shall be deemed a violation of this Code and shall be subject to any and all remedies available to the City.

11.10.1.9 Recording Violations. The Chancery Clerks of Forrest County and Lamar County, Mississippi shall not receive, file or record a plat of a subdivision within the jurisdiction of this Land Development Code without prior approval of the appropriate authority as outlined in this Code. Plats recorded prior to such approval shall be deemed unlawful and invalid

SECTION 12: Process and Procedures Categories of Development Approvals

12.3.2 Preliminary Plat Approval for Major Subdivisions

12.3.2.1 Approval Criteria.

- i. Conformance with the Hattiesburg Comprehensive Plan.
- ii. Conformance with the standards of the zoning district.
- iii. Conformance with other standards and requirements of this Code and other City policies and regulations.
- iv. Determination that adequate public facilities and services will be available concurrent with the impacts of the subdivision.
- v. Determination that the project will have little or no adverse or negative impacts upon the natural environment.

12.3.2.4 Final Plat.

- i. No Significant Change. Final plats of major subdivisions that are substantially the same as the approved preliminary plat, as determined by the Site and Design Review Committee, shall be approved administratively.
- ii. Significant Change. Final plats that exhibit any significant deviation from the approved preliminary plat, as determined by the Site Plan Review Committee, shall require approval by the Planning Commission.

12.3.2.5 Recording. Recording. In order to be an official and legal plat, the final approved plat must be recorded along with all applicable covenants, deed restrictions and property owners' association documents with the Chancery Clerk of Forrest or Lamar County, as appropriate. The City Engineer shall ensure that the City records this information within 90 days of submission for acceptance with any applicable bonds.

12.3.2.6 Duration. As this code and state and federal law may change over time, approval of a preliminary plat shall be effective for a maximum period of one (1) year for a permit to be submitted to the city. A six (6) month extension may be granted upon the Planning Commission's recommendation to the City Council followed by an approval of the Council. An extension request must come in writing by the subdivider before the regularly scheduled Planning Commission hearing in which it is to be heard. The Planning Commission will offer its recommendation under "other business" as notice was given at the original hearing date. If the final plat has not been submitted to Urban Development within this time limit, the preliminary plat process shall begin anew.

Section 13: Definitions

Subdivision: The division of a lot, tract, or parcel of land into two or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, lease or building development by means of an appropriately recorded legal document.

Subdivision, Major: Any subdivision of land (lot split) that does not conform to the definition of a minor subdivision

Subdivision, Minor: Any subdivision (lot split) containing not more than three lots fronting on an existing street that does not result in the creation of any new street, the extension of municipal utilities, or the need for additional public improvements. A series of related minor subdivisions on contiguous land cumulatively totaling four or more lots shall be construed to create a major subdivision.

Miss. Code Ann. § 17-1-23: Subdivision Regulation Section 4 – (4)

If the owner of any land which shall have been laid off, mapped or platted as a city, town or village, or addition thereto, or subdivision thereof, or other platted area, whether inside or outside a municipality, desires to alter or vacate such map or plat, or any part thereof, he may petition the board of supervisors of the county or the governing authorities of the municipality for relief in the premises, setting forth the particular circumstances of the case and giving an accurate description of the property, the map or plat of which is to be vacated or altered and the names of the persons to be adversely affected thereby or directly interested therein. However, before taking such action, the parties named shall be made aware of the action and must agree in writing to the vacation or alteration. Failure to gain approval from the parties named shall prohibit the board of supervisors or governing authorities from altering or vacating the map or plat, or any part thereof. Any alterations of a plat or map must be recorded in the appropriate location and a note shall be placed on the original plat denoting the altered or revised plat. No land shall be subdivided nor shall the map or plat of any land be altered or vacated in violation of any duly recorded covenant running with the land. Any municipality which shall approve such a vacation or alteration pursuant to this section shall be exempt from the sale of surplus real property provisions as set forth in Section 21-17-1.

Considerations and Basis for Approval

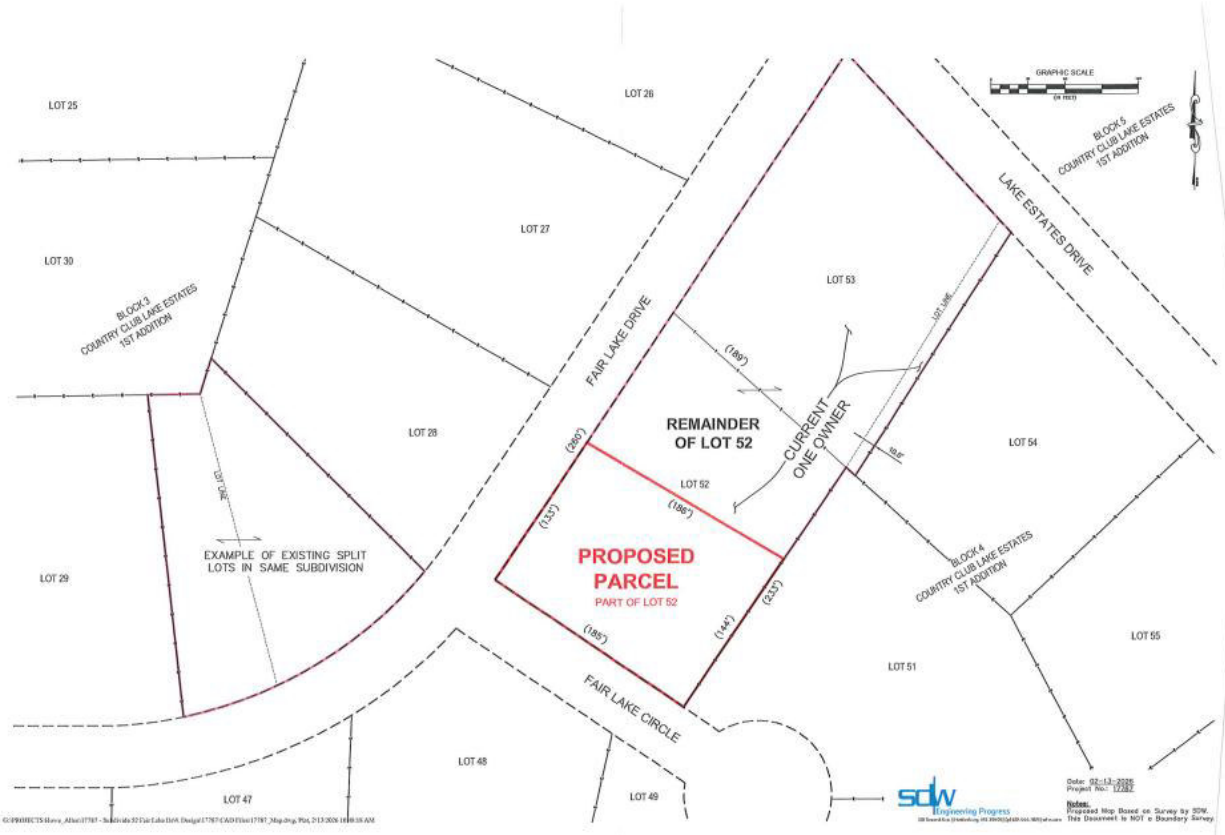
Applicant’s Requests:

Recommend approval or denial to alter a platted subdivision known as the “Country Club Lake Estates, 1st Addition” for a property located at 52 Fair Lake Drive (PPIN 9823, Ward 1, Forrest County).



Property Image

Proposed Alteration of Plat to Divide Lot 52 into two separate lots





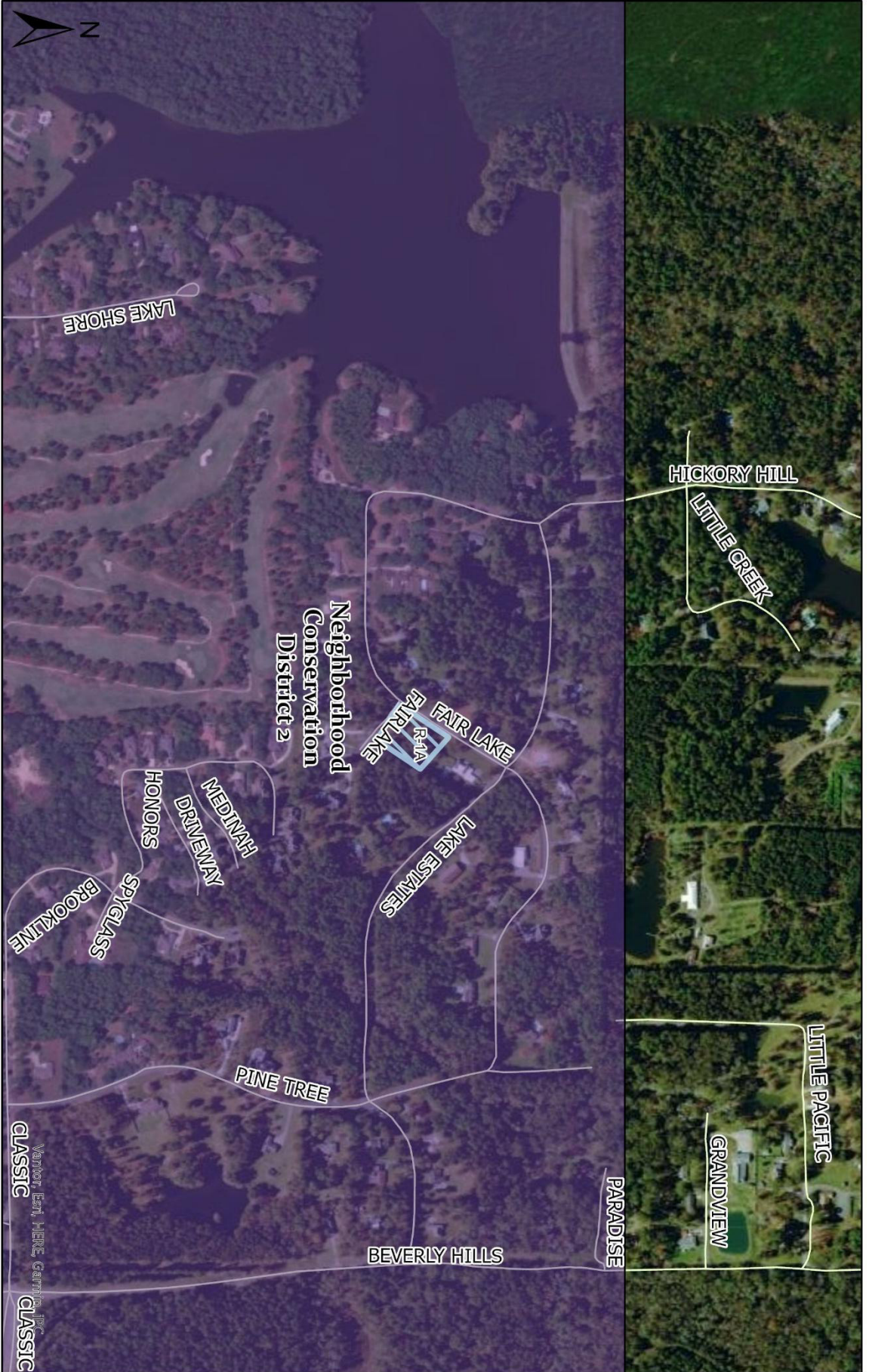
- Zoning Legend**
- A-1
 - A-2
 - R-1A
 - R-1C
 - PMU-PD
 - 52 Fair Lake Drive

Plat Alteration (Lot Division to create 2 lots)
 52 Fair Lake Drive
 PPIN: 9823
 Flood Zone: X
 Ward 1, Forrest County



DISCLAIMER: This map is ONLY FOR REFERENCE. There is NO WARRANTY of the accuracy of data. This information CANNOT be used as a substitute for legal, business, tax or other professional advice. Map Exported on: 3/16/2026 9:11 AM





- Zoning Legend**
- A-1
 - A-2
 - R-1A
 - R-1C
 - PMU-PD
 - 52 Fair Lake Drive
- Plat Alteration (Lot Division to create 2 lots)
 52 Fair Lake Drive
 PPIN: 9823
 Flood Zone: X
 Ward 1, Forrest County

DISCLAIMER: This map is ONLY FOR REFERENCE. There is NO WARRANTY of the accuracy of data. This information CANNOT be used as a substitute for legal, business, tax or other professional advice. Map Exported on: 3/16/2026 9:15 AM

0 0.25
Miles

CITY OF ELLensburg
PLANNING DIVISION
URBAN DEVELOPMENT

Center: 89°22'54"W 31°21'33"N





Application for Public Hearing

City of Hattiesburg – Planning Division

PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599



NOTE:

- Fill this application out **IN FULL** with what applies to your application
- Refer to the hattiesburgms.com/planning for Land Development Code and GIS map. Access via link or QR code



Applicant Information

Name Applicant: Alan Howe Project Name: Divide Lot 52, Blk 4, Country Club Lake Estates, 1st

Municipal Address of Site: 52 Fair Lake Drive, Hattiesburg MS PPIN #: 9823

Parcel Number(s): 2-025L-35-037.00

Type of Public Hearing	Additional Information Needed:
<input type="checkbox"/> Variance (fill out pages 7 & 8)	<input type="checkbox"/> Sign <input type="checkbox"/> Setback <input type="checkbox"/> Off-Site Parking <input type="checkbox"/> Lot Width <input type="checkbox"/> Lot Coverage Area <input type="checkbox"/> Buffer <input type="checkbox"/> Open Space <input type="checkbox"/> Other: _____
<input type="checkbox"/> Rezoning (fill out page 11)	Existing Zoning: _____ Proposed Zoning: _____
<input type="checkbox"/> Conditional Use (fill out pages 9 & 10)	<input type="checkbox"/> Automotive Filling Station <input type="checkbox"/> Digital Billboard, New <input type="checkbox"/> Digital Billboard, Replacement <input type="checkbox"/> Telecommunications <input type="checkbox"/> Restaurant <input type="checkbox"/> Solar Farm <input type="checkbox"/> Other: _____

Other Application types:

- Subdividing of a lot, Parcel, or Tract (fill out page 12) Text Amendment
- Street or Alley Renaming (fill out pages 13 & 14) Overlay District
- Vacating Street or Alley (fill out pages 13 & 14) Planned Mixed-Use District (PMU)

For Staff Only:			
Zoning:	Historic District:	Flood Zone:	Ward:
Project Number: <i>MSUB: 0226-0053</i>		Received: _____	
PPIN # or Parcel #:			



Application for Public Hearing

City of Hattiesburg – Planning Division

PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599

Public Hearing Petitioner Information:

Deadline for applicant to file petition: _____

Hattiesburg Planning Commission Meeting Date: _____

Hattiesburg Board of Adjustment Meeting Date: _____

City Council Agenda Review Date – (you or your representative should attend): _____

City Council Meeting (Vote) Date – (you or your representative may attend): _____

- There is a 10-day appeal period, required by State Law, between the Planning Commission Meeting and/or Board of Adjustment Meeting and the City Council Meeting – appeals must be filed within this 10-day period.
 - o There is an additional 10-day appeal period, required by State Law, after the City Council Meeting, for all Variances and Conditional Use Permit which ends _____ and a 30-day wait period for Zoning or Street closing/re-naming, PMUs, PRDs, PUDs which ends _____.
- So, if approved by the City, no final site plan review approvals or building permits could be issued prior to these dates.

Dates and times are subject to change. If an appeal is filed or the petition is tabled for any reason at any stage, the above-listed dates would need to be revised.

Public Hearing Application Checklist

The following paperwork **MUST** be attached to this application:

- Site Diagram (11” x 17” preferred size): Drawing to scale prepared by professional engineer/surveyor showing lot dimensions, existing/proposed building, signs, parking areas, etc. (Different standards may be accepted only per approval from staff)
- Site & Design Review Committee, if needed
- Copy of entire Warranty Deed (filed and recorded at the courthouse) with legal description granting title to the current owner. (If the Warranty Deed covers a larger piece of property than the current project, a legal description for this project site only may also be required)
- Electronic/Digital copy of legal description **REQUIRED** for all public notices, saved as Word or text document OR emailed to planning@hattiesburgms.com
- An affidavit (pages 3 & 4) attesting that the applicant or representing party (if other than the owner) is acting on behalf of the owner(s) of record. The affidavit must be sworn to before a notary public or other appropriate official. (Included in owners signature page, or may be a separate document).
- Variance application only:** A letter of approval/denial from all adjoining property owners must be obtained and submitted with the application
- Other documents needed (if relevant):
 - Maps of digital billboard removal sites
 - Maps of digital billboard replacement sites
 - Documentation on measurements
 - Other: _____
- Payment to the City of Hattiesburg for filing a public hearing application in the amount of \$_____



Application for Site Plan Review

City of Hattiesburg – Planning Division
PO BOX 1898 – Hattiesburg, MS 39403-1898 | Phone (601)- 545-4599

The following fees are an excerpt from Ordinance No. 2977, adopted January 22, 2008, as amended.

Public Hearing Fees	
Public Hearing Type	Fees Associated
Variance Variance applications include one Concept Site Plan Review and one Variance request	\$175.00 per application. \$50.00 for each additional variance.
Street / Alley Naming or Re-Naming	\$300.00 per application. \$100.00 per required street name sign if approved* (*Fees for replacement street signs shall be paid after City Council approval but prior to the effective date.)
Street / Alley Closing	\$300.00 per application.
Conditional Use	\$200.00 per application.
Zoning Change	\$400.00 per application. *see PUD or PRD & zoning package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD) with zoning change package	\$600.00 per package.
Subdivision of Land (Preliminary Plats) Note: Final Plats should be submitted to the governing body for approval within 12 months of approval of preliminary plats.	\$225.00 per application. \$10.00 per each additional created lot (** see PUD or PRD & Subdivision of Land package rate)
Planned Unit Development (PUD) or Planned Residential Development with Subdivision of Land Package**	\$500.00 per application. \$10.00 per each additional created lot (** see PUD or PRD & Subdivision of Land package rate)
Change in Land Development Code Text	\$200.00 per application.
Appeal Fees for Proponent or Opponent appeals to City Council *Exempt from fees – Established Neighborhood Association*	\$50.00 per appeal.
Cancellation/Re-notification fee on any public hearing process (Planning Commission or City Council) that is tabled or cancelled at the owner/developer's Request	\$50.00 (per each 100 mailing labels)

OTHER PROCESSES MAY HAVE ADDITIONAL FEES

Make all checks payable to the City of Hattiesburg

I hereby certify that I have completed and attached the above-required documents, information, and fees.

Print Name: Allen Howe

Signature: 

Updated Version 05/22/2025

FOR SUBDIVIDING OF LOT, PARCEL OR TRACT

Property Data

- Parent Parcel / Existing lot/parcel/tract contains: 45725 SF Square Footage/Acres
- Lot Area Requirement:
- Lot Frontage Requirement:
- Existing use of lot/parcel/tract
- To be subdivided into 2 lots/parcels (including parent parcel) – outlined below.

Use extra copies of this form if needed for additional lots

Newly Subdivided Parcels	New lot size in square footage (SF) or acres (A)	New lot has public road frontage	New lot has private road frontage	Indicate name of public or private road(s)	STAFF ONLY Lot area & frontage requirements comply?
1.	25687 SF	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Fair Lake Dr & Fair Lake Cir	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
5.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
6.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
7.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
8.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
9.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
10.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
11.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
12.		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Be sure to include information on the remainder of "existing" lot after splits made – identify as "Parent Parcel"					
Parent Parcel	20038SF				
Total square footage of new lots (verify total matches existing parcel prior to splits)					

Infrastructure required: (Check all that apply)

- Water/Sewer Gas Electric Telephone Cable Streets

Forrest County
Filed/Recorded SEPTEMBER 26 2011 03:27:00PM
Witness my hand and seal
Jimmy C. Howard
Chancery Clerk

Prepared by:

Robert T. Jackson, Jr.
Jackson, Bowman & Blumentritt & Arrington, PLLC
Attorney at Law
Post Office Box 15517
Hattiesburg, MS 39404-5517
(601) 264-3309

Return to:

Robert T. Jackson, Jr.
Jackson, Bowman & Blumentritt & Arrington, PLLC
Attorney at Law
Post Office Box 15517
Hattiesburg, MS 39404-5517
(601) 264-3309

STATE OF MISSISSIPPI
COUNTY OF FORREST

SPECIAL WARRANTY 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 consideration, the receipt, adequacy and sufficiency of all of which is hereby irrevocably acknowledged and confessed,

MARIAM P. FRENCH
61 Fair Lake Drive
Hattiesburg, Mississippi, 39401
(601) 268-1135

subject to the reservation of a life estate described hereinbelow, does hereby grant, bargain, sell, convey and specially warrant unto

**TAMELA TAYLOR and
JAMES A. TAYLOR, II**
61 Fair Lake Drive
Hattiesburg, Mississippi, 39401
(601) 268-1135

the following described real property lying and being situated in Forrest County, Mississippi, and being more particularly described as follows, to-wit:

SEE EXHIBIT "A" WHICH IS ATTACHED HERETO AND MADE A PART HEREOF AS IF FULLY COPIED AND SET OUT AT LENGTH IN WORDS AND FIGURES HEREIN.

INDEXING INSTRUCTIONS:

Part of Lots 52, 53 and 54, Block 4, Country Club Lake Estates, First Addition

The property hereinabove described was deeded to C. V. French and wife, Mariam P. French, as joint tenants with the full right of survivorship, and not as tenants in common, by Warranty Deed dated October 9, 1990. The said C.V. French departed this life on the 10th day of December, 2008, and a copy of his death certificate is attached hereto as Exhibit "B".

Page 1 of 4

**Inst. 681431
Bk 1112 Pg 0649**

Grantor retains for the period of her natural life a life estate in all of his interest in the property described hereinabove, and gives the remainder interest in such property to the Grantees named hereinabove.

This conveyance and the warranty hereof is subject to any and all prior and outstanding leases, exceptions, reservation and/or conveyances of oil, gas and/or other minerals and any geothermal energy resources lying in, on and under the above described real property.

This conveyance and the warranty hereof is subject to any environmental condition existing upon the subject property which would cause said property to be in violation of any State and/or Federal Environmental Protection Act.

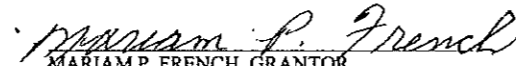
This conveyance and the warranty hereof is subject to any and all other easements and rights-of-way, whether of record or of use, which affect the real property hereby conveyed.

This conveyance and the warranty hereof is subject to any and all Covenants and Restrictions of record.

All County and State ad valorem taxes for the current year shall paid by Grantee.

This instrument is prepared without the benefit of a title opinion at the request of the Grantor and the Grantee.

WITNESS THE SIGNATURE of the Grantors on this, the 26th day of September, D., 2011.


MARIAM P. FRENCH, GRANTOR

STATE OF MISSISSIPPI
COUNTY OF Lamar

THIS DAY personally came and appeared before me, the undersigned authority in and for the jurisdiction aforesaid, MARIAM P. FRENCH, who each severally acknowledged that she signed and delivered the above and foregoing Special Warranty Deed on the day and year herein shown as their free and voluntary act and deed.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 26th day of September, 2011.


NOTARY PUBLIC



EXHIBIT "A"

Lots 52 and 53, Block 4, of Country Club Lake Estates, First Addition, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi; together with all improvements thereon and appurtenances thereunto belonging.

AND ALSO:

A part of Lot 54 being more particularly described as follows:

Begin at the Northwest corner of Lot 54, Country Club Lake Estates, 1st Addition.

Thence South (32) thirty-two degrees, (30) thirty minutes, (37) thirty-seven seconds West along the West line of Lot 54. Also being the East line of Lot 53 for 234.8' feet as per record, 228.03' feet as per measured to the Southwest corner of Lot 54.

Thence South (49) forty-nine degrees, (09) nine minutes, (46) forty-six seconds West along the South line of Lot 54 for 10' feet.

Thence North (33) thirty-three degrees, (16) sixteen minutes, (05) five seconds East 226.10' feet to the Southwesterly margin of a public county road (Lake Estates Drive).

Thence North (42) forty-two degrees, (44) forty-four minutes, (30) thirty seconds West along the Southwesterly margin of road and North line of Lot 54 for 13.43' feet back to the Point of Beginning.

The above described area contains 0.06 acres more or less or 2,163 square feet.

STATE OF MISSISSIPPI

MISSISSIPPI STATE DEPARTMENT OF HEALTH
VITAL RECORDS

Exhibit "B"

TYPE OR PRINT WITH BLACK INK

FILE NO. 123-08-026426

CERTIFICATE OF DEATH

STATE OF MISSISSIPPI

STATE FILE NUMBER 123-08-026426

DECEASED

1. NAME: First Middle Last
Cornelius Vernon French Male

2. SEX: Male

3a. HOUR OF DEATH: 1230 m

3b. DATE OF DEATH (Month, Day, Year): 12-10-2008

4. RACE (Specify White, Black, American Indian, etc.): White

5a. AGE AT LAST BIRTHDAY: 69 Years

5b. MONTH: 06

5c. DAY: 18

5d. HOUR: 1939

6. DATE OF BIRTH (Month, Day, Year): 06-18-1939

7a. COUNTY OF DEATH: Forrest

7b. CITY OR TOWN OF DEATH: Hattiesburg

7c. HOSPITAL OR OTHER INSTITUTION NAME AND NUMBER (if not in other give street address, route number or other location): 61 Fair Lake Drive

8. STATE OF BIRTH: Mississippi

9. DECEASED'S EDUCATION (Specify only highest grade completed): 12

10. MARRIED, NEVER MARRIED, WIDOWED, DIVORCED (Specify): Married

11. SURVIVING SPOUSE (if wife, give maiden name):

12. WAS DECEASED EVER IN U.S. ARMED FORCES? (Yes or No): No

13. ORIGIN OR DESCENT (Specify Cuban, Afro-American, Mexican, etc.): American

14. SOCIAL SECURITY NUMBER: 428-62-3643

15a. USUAL OCCUPATION (Kind of work done, most of working life): Fireman

15b. KIND OF BUSINESS OR INDUSTRY: Public Service

16a. RESIDENCE—STATE: Mississippi

16b. COUNTY: Forrest

16c. CITY OR TOWN: Hattiesburg

16d. INSIDE CITY LIMITS (Specify Yes or No): Yes

16e. STREET AND NUMBER OR RURAL LOCATION: 61 Fair Lake Drive

17. FATHER—NAME (First Middle Last): John Ira French

18. MOTHER—NAME (First Middle Maiden): Josephine Brogan

19a. INFORMANT—NAME (Type of print): Mariam French

19b. MAILING ADDRESS (Street and number or route and box number, City or town, State, ZIP code): 61 Fair Lake Drive, Hattiesburg, MS 39402

20a. BURIAL, CREMATION, REINTERMENT (Specify): Burial

20b. CEMETERY, CREMATORY—NAME: Highland

20c. LOCATION (City and State): Hattiesburg, MS

20d. EMBALMER—SIGNATURE AND NUMBER: Will E. F. 5713

21a. FUNERAL HOME—NAME AND MISSISSIPPI I.D. NUMBER: Moore Funeral Homes, Inc. 18M

21b. MAILING ADDRESS (Street and number or route and box number, City or town, State, ZIP code): P. O. Box 2056, Hattiesburg, MS 39403-2056

22a. PERSON WHO PRONOUNCED DEATH—NAME AND TITLE (Type of print): Michelle Sanford, RN

22b. PRONOUNCED DEAD (Month, Day, Year): ON 12-10-2008

22c. PRONOUNCED DEAD (Hour): 1318 m

23a. CERTIFIER—NAME (Type of print): Tommy L. Fedrick, DMEI 18-2

23b. MAILING ADDRESS (Street and number or route and box number, City or town, State, ZIP code): PO Box 811 Petal, MS 39465

24a. SIGNATURE: [Signature]

24b. DATE SIGNED (Month, Day, Year): 12-10-2008

24c. STATE LICENSE NUMBER: DMEI 18-2

24d. NAME OF ATTENDING PHYSICIAN IF OTHER THAN CERTIFIER (Type of print):

24e. DATE SIGNED (Month, Day, Year): 12-10-2008

25. PART I. IMMEDIATE CAUSE (Enter one cause only): CA Pancreas NOS

25. PART II. OTHER SIGNIFICANT CONDITIONS—Conditions contributing to death but not resulting in the underlying cause given in PART I:

26. PART III. OTHER SIGNIFICANT CONDITIONS—Conditions contributing to death but not resulting in the underlying cause given in PART I:

27. AUTOPSY (Yes or No): NO

28. WAS CASE REFERRED TO MEDICAL EXAMINER? (Yes or No): YES

29a. ACCIDENT, SUICIDE, HOMICIDE, PENDING INVESTIGATION, OR UNDETERMINED (Specify):

29b. DATE OF INJURY (Month, Day, Year):

29c. HOUR OF INJURY (Month, Day, Year):

29d. DESCRIBE HOW OR BY WHAT MEANS INJURY OCCURRED:

29e. INJURY AT WORK (Yes or No):

29f. PLACE OF INJURY (Specify Home, Farm, Street, Factory, Office building, etc.):

29g. LOCATION: Street or route number City or town State

Had Decedent been Pregnant Within 90 Days Prior to Death?
 Yes No

THIS IS TO CERTIFY THAT THE ABOVE

Inst. 681431
Bk 1112 Pg 0652

FILE IN THIS OFFICE

[Signature]

Judy Moulder
STATE REGISTRAR

WARNING:

A REPRODUCTION OF THIS DOCUMENT RENDERS IT VOID AND INVALID. DO NOT ACCEPT UNLESS EMBOSSED SEAL OF THE MISSISSIPPI STATE BOARD OF HEALTH IS PRESENT. IT IS ILLEGAL TO ALTER OR COUNTERFEIT THIS DOCUMENT.

VERIFY PRESENCE OF WATERMARK HOLD TO LIGHT TO VIEW

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE



THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER THIS IS WATERMARKED PAPER. DO NOT ACCEPT WITHOUT FIRST HOLDING TO LIGHT TO VERIFY WATERMARK.

OWNER AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE OWNER(S) OF THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the OWNER(s) of the subject property located at

61 Fair Lake Dr Hattiesburg MS
Street Address City State

on this the _____ day of _____, 20__.

In the matter of this request, the property owner further authorizes the following named person(s) to represent them at the public hearing on this petition.

on this the _____ day of _____, 20__.

Jomela F. Taylor
Property Owner (Print)

Jomela F. Taylor
Property Owner (Signature)

STATE OF Mississippi

COUNTY OF Forrest

Personally came and appeared before me, the within named

_____ who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 20 day of February, 2026.



Kayla Rainey
NOTARY PUBLIC

My Commission Expires:

March 3, 2029

NAME OF RECORDED SUBDIVISION TO BE ALTERED:

Lot 52, Block 4, Country Club Lake Estates, 1st Add

I am writing to formally submit my application for approval of a subdivision alteration as per the requirements outlined in Mississippi State Code 17-1-23, Section 4. I have diligently complied with the provisions of this statute by identifying and notifying individuals who may be adversely affected or directly interested in the proposed alteration.

Below is a summary of the steps required to meet the requirements of Mississippi State Code 17-1-23 for alteration of a plat:

1. **Identification of Affected Individuals:** I have thoroughly documented and named all persons who would be adversely affected by or directly interested in the proposed subdivision alteration.
2. **Notification of Proposed Changes:** Before initiating any action regarding the alteration, I have ensured that the parties named are made aware of the proposed changes.
3. **Obtaining Written Agreement:** I have obtained written agreements to the vacation or alteration from all affected individuals, as required by the statute.

I have also submitted the following with this application:

- List of persons who are adversely affected or otherwise directly interested in the alteration of the subdivision
- Written agreements from the persons identified approving the proposed alteration
- Proposed alteration to the subdivision, drawn to scale.

Enclosed with this application, you will find comprehensive documentation supporting my compliance with Mississippi State Code 17-1-23, Section 4. This includes a list of individuals adversely affected or directly interested in the proposed subdivision alteration, along with copies of their written agreements to the vacation or alteration.

I attest that I have met the requirements above for the alteration of a recorded subdivision in the State of Mississippi and the City of Hattiesburg as outlined in MS State Code 17-1-23.

Signature 

Date 2/19/26

Identification of Persons Adversely Affected or Directly Interested in Proposed Subdivision Alteration

Name of Subdivision being altered:

Country Club Lake Estates, 1st Add

Address and PPIN of alteration in subdivision:

9823

Name	Address	Phone Number	Approve of Proposed Alteration (Yes or No)		Signature
			Yes	No	
1 Tameka F Taylor	61 Fair Lake Dr H'burg MS	601-467-1316	Yes		Tameka F Taylor
2 Charles J. Brown, II	9 Fair Lake Circle H'burg MS	39402 601-270-0858	Yes		Charles J. Brown
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