



**CZC - Commercial**

Application # \_\_\_\_\_

**Commercial Project Detail Worksheet**

City of Biloxi, Planning Division, 676 Dr. Martin Luther King Jr., Blvd.,  
Biloxi, MS 39530 Ph. (228)435-6266 Fax (228)435-6188

**Note: This certificate must accompany your requests for business licensure, building permit, and/or certificate of occupancy. No request through the Biloxi planning commission can be initiated without this form. A site plan depicting what is proposed must be attached to complete this application.**

Project Description \_\_\_\_\_ Date \_\_\_\_\_

Applicant:  Owner  Engineer  Architect  Type of Contractor \_\_\_\_\_

Project Address: \_\_\_\_\_ Unit/Apt# \_\_\_\_\_

Tax Parcel Number(s): \_\_\_\_\_

Current Property Use \_\_\_\_\_

Proposed Property Use \_\_\_\_\_

**(OWNER)BUSINESS DETAILS**

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**PROPERTY DETAIL**

**Planning Staff Only**

Current Zoning \_\_\_\_\_ Use \_\_\_\_\_

Setbacks: Front \_\_\_\_\_ Back \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_

Lot Sq. Ft or Acres \_\_\_\_\_ Impervious % \_\_\_\_\_

FEMA Flood Zone \_\_\_\_\_ Base Flood Elevation \_\_\_\_\_ Design Flood \_\_\_\_\_

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**SIGN DETAIL (Must be certified to meet 140 MPH design load)**

Setback from street \_\_\_\_\_ Overall height above grade \_\_\_\_\_

Sign Height \_\_\_\_\_ Sign Width \_\_\_\_\_

Sq. Ft of this sign \_\_\_\_\_ Total sq. ft. of all signs \_\_\_\_\_

Freestanding  Attached to Building Illuminated:  Yes  No

**SIGN DURATION**

Permanent  Temporary, Date sign will be removed \_\_\_\_\_

**PARKING DETAILS**

Total spaces \_\_\_\_\_ ADA spaces \_\_\_\_\_

Parking surface type:  Asphalt  Concrete  Other \_\_\_\_\_

Parking lot lighting:  Poles  Building Mounted  Other \_\_\_\_\_

Applicant Signature \_\_\_\_\_

**Planning Staff Only**

Is this project in compliance with the Zoning Requirements?  Yes  No

Does the project require DRC review?  Yes  No / if yes, Hearing Date is \_\_\_\_\_

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

Planning Division Approval

**Flood Plain Manager Only**

Is this project in compliance with the FEMA Requirements?  Yes  No

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

Flood Plain Manager Approval

**AHRC Staff Only**

Will this project require an AHRC Hearing?  Yes  No / if yes, Hearing Date is \_\_\_\_\_

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

AHRC Staff Approval



# Building Permit Application

City of Biloxi, Building Division  
676 Dr. Martin Luther King Jr., Blvd, Biloxi, MS 39530  
Ph. (228) 435-6270 Fax (228) 435-6188

## A BUILDING CODE SUMMARY WORKSHEET MUST ACCOMPANY THIS APPLICATION

Application # \_\_\_\_\_ Project Address \_\_\_\_\_

Type of Structure:  New  Existing  Attached  Detached  
 Addition  Sign  Demolition  Fence

Fully Describe Work Proposed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Cost: \_\_\_\_\_ Issue date \_\_\_\_\_

### GENERAL CONTRACTOR

Name \_\_\_\_\_ Insurance \_\_\_\_\_ Exp. Date \_\_\_\_\_

Address \_\_\_\_\_ City License # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

### SUBCONTRACTORS

Electrical: \_\_\_\_\_ Mechanical: \_\_\_\_\_

Plumbing: \_\_\_\_\_ Other: \_\_\_\_\_

If new construction, Gross Sq. Ft.: \_\_\_\_\_ Net Sq. Ft. \_\_\_\_\_

Multifamily information (if applicable) Proposed # of Units \_\_\_\_\_ # of Buildings \_\_\_\_\_

### **\*ASBESTOS CERTIFICATION\***

Demolition/Remodel/Repair: I understand that it is my responsibility to verify if there are any asbestos containing materials. I will abide by the regulations of the MS Dept. of Environmental Quality for removal and disposal of any asbestos materials.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***I hereby make application for permit to perform work as described herein and if permit is granted i agree to conform to all regulations and ordinances of the city of Biloxi pertaining hereto and in accordance with the plans submitted. I acknowledge that this permit will expire six (6) months from the date of approval.***

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_