



APPEAL APPLICATION
 Community Development Department Planning Division
Mailing Address: P.O. Box 508, Biloxi, MS 39533
 Office Location: 676 Dr. MLK Blvd.,
 Building (228) 435-6270 Planning (228) 435-6266
 Fax (228) 435-6188

Appeal Fee: \$175.00

Case No.: --

Date Submitted: _____

Tax Parcel Number: --

Ward No. _____

GENERAL INFORMATION: Attendance by the Appellant at the public hearing is mandatory.

 Address of property to be review

 Name of Applicant, if different from owner

() _____
 Home Phone

() _____
 Office Phone

Present Zoning _____

Present Use _____

Property is most nearly bounded by what streets?

North: _____

South: _____

East: _____

West: _____

 Signature of Applicant

 Mailing Address (If different)

 Notary Signature

(Seal)

If someone other than the applicant needs to be notified concerning this case, please note name(s) and address (es) below:

Office Use Only

DATE RECEIVED: _____

CASE NO.: _____

FEE RECEIVED: _____

RECEIPT NUMBER: _____

PUBLICATION DATES: _____/_____

PUBLIC HEARING DATE: _____

COUNCIL ACTION: _____

APPEALED: _____

PUBLICATION DATES: _____/_____

HEARING DATE: _____

PLANNING COMMISSION RECOMMENDATION AND APPEAL PROCEDURE

1. It is the policy of the Planning Commission, when possible, to make a recommendation to the City Council at the next regularly scheduled Planning Commission meeting following the applicable public hearing. Regular Planning Commission meetings are held at 2:00 p.m. on the first and third Thursdays of each month. Following the meeting at which a final decision is made, the applicant or other interested parties may contact the Planning Division office to be advised of any action taken by the Planning Commission on a specific case.
2. Any party aggrieved by a decision of the Planning Commission regarding a Major Subdivision Preliminary Plat application, or by a decision of the Architectural and Historical Review Commission regarding a Major Certificate of Appropriateness application, may appeal such decision to the City Council in accordance with this subsection. Such party shall have ten (10) calendar days from the date of the decision of the Planning Commission or Architectural and Historical Review Commission to notify the Planning Division, in writing, that they are aggrieved by the decision and elect to appeal to the City Council. Upon receipt of this notification, all further action shall be delayed until a public hearing is scheduled before the City Council. Interested parties shall be notified of the public hearing in accordance with the Biloxi City Ordinance, and all applicable appeal fees shall apply.
3. A party aggrieved by a final decision by the City Council or the Board of Zoning Adjustments may appeal the decision by filing a Notice of Appeal with the clerk to the Circuit Court of Harrison County no later than ten (10) days after adjournment of the meeting at which the decision was made and by filing a bill of exceptions with the Clerk of Council and the circuit court clerk in the time and manner provided by law.
4. Appeal fees are provided on the instruction sheet for application completion and must be received by the Planning Division Office at the time the appeal application is duly submitted.

Public Notice and Hearing:

Publications must be advertised once a week for two consecutive weeks in the local newspaper of general circulation. At least fifteen (15) days shall lapse between the first publication and the date of the hearing. The Planning Division office will schedule an appeal hearing date with the City Council office and will mail notice of the time and place of the public hearing to the appellant, applicant and adjacent property owners at least seven (7) days preceding the public hearing.

Reason for Appeal:
