



Architectural Review Committee | Agenda

Thursday, May 8, 2025 – 3:00 PM

City Hall – Council Chambers
2309 15th Street, Gulfport

- A. Prayer**
- B. Pledge of Allegiance**
- C. Call to Order**
- D. Determination of a Quorum**
- E. Confirmation of Agenda**
- F. Announcements**

F1. If you are aggrieved by a vote of the Architectural Review Committee, see below.

Any person or any officer, department or agency of the City aggrieved by a decision of the Architectural Review Committee may, within fifteen (15) days thereafter, appeal therefore to the Gulfport City Council by submitting to the Department of Urban Development – Planning Division a written notice of appeal specifying the decision from which the appeal is taken.

F2. Speaker Card

Please provide the completed card at the time you speak to the Architectural Review Committee. City staff personnel can assist in any questions you may have or in completing the card. This public meeting is open to all for comment.

G. Adoption of Minutes

G1. Architectural Review Committee - 04/10/25

H. Hearing of Cases

H1. Signs

H2. Architectural Review Committee Permits

1. Architectural Review Committee 2505ARC007:

Architectural Review Committee 2505ARC007, by owner KMS Business Marketing Solutions LLC, seeking approval for metal siding for their proposed accessory structure, Tax Parcel 0910I-01-067.000, 706 E. Pass Road, Zoned T4+ (General Urban Zone "Plus"), Ward 4

I. Reports

J. Unfinished Business

K. Other Business

L. Adjournment

MINUTES

GULFPORT ARCHITECTURAL REVIEW COMMITTEE MEETING

Thursday, April 10, 2025 3:00 P.M.

City Council Chambers

- A. **Prayer**: The ARC Board led a prayer.
- B. **Pledge of Allegiance**: The Pledge of Allegiance was recited.
- C. **Call to Order**: The meeting of the ARC board was called to order at **3:00 P.M.**
- D. **Determination of a Quorum**: A Roll Call was conducted and a quorum was determined.

BOARD MEMBERS PRESENT:

LEE PALERMO
KENNY MCNAIR
JOHNNY OLSEN
BRENT FRENCH

BOARD MEMBERS ABSENT:

DANIELLE COTTON

STAFF MEMBERS PRESENT

MATILDA WELCH
SAMUEL SWEETING
BRYCE CLUGH

COURT REPORTER:

E. Confirmation of Agenda:

F. Approval of Minutes:

Motion by **Mr. McNair** and seconded by **Mr. Olsen** to approve Minutes of the **March 13, 2025** ARC meeting was carried unanimously.

G. Hearing of cases:

G1. The declaration of appeal process was read by the Chairman of the Architectural Review Committee: Any person or any officer, department, or agency of the city aggrieved by any decision of the Architectural Review Committee may confirm by filing a written notice of appeal within fifteen (15) calendar days after the date of the Architectural Review Committee hearing. Any appeal shall be in writing and submitted to the Department of Urban Development – Planning Division stating what decision is being appealed and detailing how you are aggrieved. This Architectural Review Committee notice of appeal shall be forwarded as part of the record with the record and decision from the Architectural Review Committee to the Planning Commission. The Planning Commission shall make a final decision based upon the record as submitted. No new evidence may be presented at the meeting. Please contact this office for further details on the appeal process.

G2. The Chairman asked all individuals speaking at today's meeting to complete a speaker's card.

G3. Routine Agenda:

1. Architectural Review 2504ARC005:

Architectural Review Committee 2504ARC005, by owner Cross Development CC Gulfport LLC seeking approval for new freestanding ground sign, Tax Parcel 1008L-01-002.000, 11560 Northpark Dr, Zoned B-2 (General Business), Ward 5

Speaking for the Petition: Meagan Vieren

Speaking against the Petition: None

Motion: Mr. Olsen – to approve the applicant’s request on the condition that the base must be wide enough to accommodate a plant strip between the cabinet and the base.

Second: Mr. French

Lee Palermo	- Chairman
Danielle Cotton	-Absent
Kenny McNair	-Yea
Brent French	-Yea
Johnny Olsen	-Yea

Action: Motion carried unanimously.

2. Architectural Review 2504ARC006:

Architectural Review Committee 2504ARC006, by owner Cross Development CC Gulfport LLC seeking approval for metal siding for proposed commercial building, Tax Parcel 1008L-01-002.000, 11560 Northpark Dr, Zoned B-2 (General Business), Ward 5

Speaking for the Petition: Brenda Rooney

Speaking against the Petition: None

Motion: Mr. French – to approve the applicant’s request.

Second: Mr. Olsen

Lee Palermo	- Chairman
Danielle Cotton	-Absent
Kenny McNair	-Yea
Brent French	-Yea
Johnny Olsen	-Yea

Action: Motion carried unanimously.

Adjournment:

Motion by **Mr. Olsen** to adjourn the meeting was seconded by **Mr. McNair** and carried unanimously. The meeting adjourned at **3:13P.M.**

THESE MINUTES WERE APPROVED BY A VOTE OF THE ARCHITECTURAL REVIEW COMMITTEE.

Danielle Cotton, Secretary

Date: _____



URBAN DEVELOPMENT
PLANNING & ZONING
PO BOX 1780 | GULFPORT, MS | 1410 24TH AVENUE
228.868.5710 | PLANNERS@GULFORT-MS.GOV

ARCHITECTURAL REVIEW COMMITTEE

Hearing Date: Thursday, May 8, 2025

Signs



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ARCHITECTURAL REVIEW COMMITTEE

Hearing Date: Thursday, May 8, 2025

Architectural Review Committee Permits



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ARCHITECTURAL REVIEW COMMITTEE

Hearing Date: Thursday, May 8, 2025

Architectural Review Committee 2505ARC007: Architectural Review Committee 2505ARC007, by owner KMS Business Marketing Solutions LLC, seeking approval for metal siding for their proposed accessory structure, Tax Parcel 0910I-01-067.000, 706 E. Pass Road, Zoned T4+ (General Urban Zone "Plus"), Ward 4

Technical Report

ARCHITECTURAL REVIEW COMMITTEE

GENERAL INFORMATION

Case File Number: 2505ARC007

Hearing Date: May 08, 2025

Current Zoning/Use: T4+ / Single Family Home

Legal: Architectural Review Committee 2505ARC007, by owner KMS Business Marketing Solutions LLC, seeking approval for metal siding for their proposed accessory structure, Tax Parcel 0910I-01-067.000, 706 E. Pass Road, Zoned T4+ (General Urban Zone "Plus"), Ward 4

TECHNICAL DETAILS

The applicant requests a waiver not to meet the required design standard for Appendix A, Sec. IV Supplementary Regulations A, 2, (g)

(2) Accessory buildings.

(g) The appearance and construction of an accessory building must be consistent or harmonious to the primary building and surrounding areas. Any review will be subject to the appeals process outlined in Appendix A-Sec IV (E)(1).

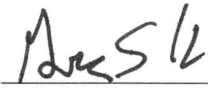
EXECUTIVE SUMMARY

The applicant is seeking to place a metal building on their property for storage. While the proposed 20-foot by 30-foot metal accessory structure will meet setbacks, as noted on the site plan, ordinance requires the accessory structure to be consistent or harmonious to the primary building and surrounding areas. According to the applicant, while they do not mention the buildings in the surrounding area, they do note that the primary building has vinyl siding. From a staff visit to the area, staff confirmed that the primary building has vinyl siding and noted three existing commercial buildings with metal siding. The Import Performance Mechanic Shop at 517 East Pass Road, the old Insanity Auto Care building at 510 East Pass Road, and the old Bailey Lumber & Supply building at 813 East Pass Road each have metal siding. Each of these commercial buildings existed and were established prior to the Architectural Review Committee. While these three buildings have pre-existing metal siding, staff noted that most of the existing commercial buildings nearby have brick, concrete, or similar siding material. According to the applicant the reason they are seeking approval for the metal siding is due to the vinyl siding onto the metal building. The applicant has stated that the proposed metal building will be white with black trim to match the existing building and has provided colored elevations to illustrate how the structure would appear.

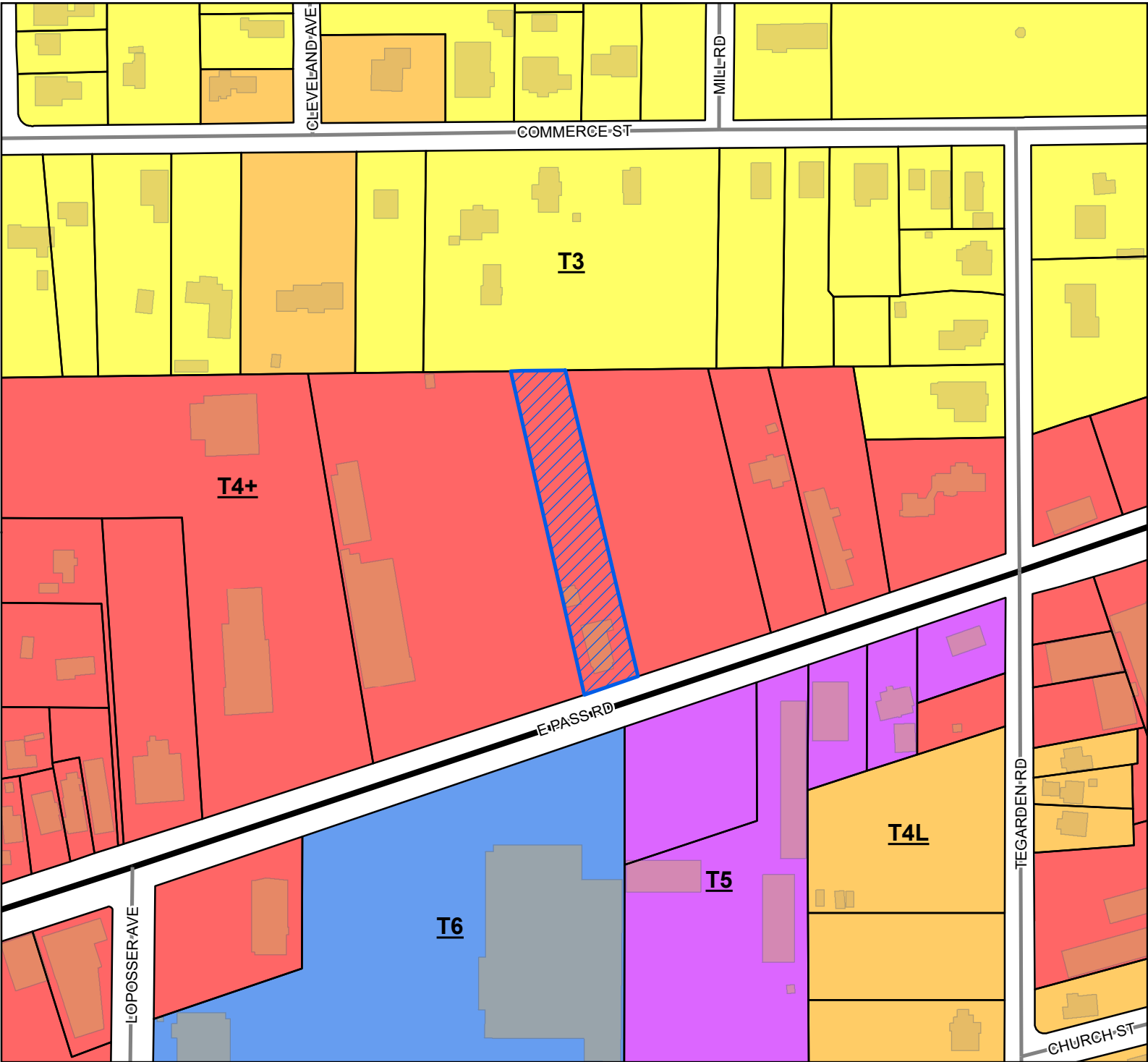
Technical Report
ARCHITECTURAL REVIEW COMMITTEE

DIRECTOR APPROVAL

This report has been reviewed and approved by:



Greg Holmes
Director of Urban Development Department



Site

US or State Highway

Street

Parcels

Buildings

City Limit

Smart Code

T6

T5

T4+

T4L

T3

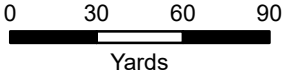
Site Information

0910I-01-067.000

Zoning: T4+ (General Urban Zone "Plus")

Size: 36893.89 sqft

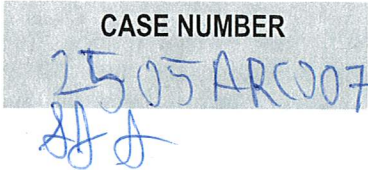
Flood: X



1 inch = 200 feet



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OWNER:

KMS Business Mktg Solutions - Katherine Sutton

Printed Name of Owner

11294 River Bend Drive, Gulfport, MS 39503

Mailing Address

Gulfport

City

MS

State

39503

Zip Code

Signature:

AGENT:

N/A

Printed Name of Agent

Mailing Address

City

State

Zip Code

Signature:

Name of Owner (PRINT)

Katherine Sutton

Address (Street, City, State, Zip Code)

706 E Pass Rd, Gulfport MS

Phone (Home)

(Work)

(Cell)

228-234-4649

Tax Parcel Number(s) Owned:

0910: -01-067.000

Signature:

Name of Owner (PRINT)

Address (Street, City, State, Zip Code)

Phone (Home)

(Work)

(Cell)

Tax Parcel Number(s) Owned:

Signature:



DESIGNATION OF AGENT

I, Katherine Sutton being property owner of 706 E Pass Rd, Gulfport, MS
PRINT NAME PRIMARY ADDRESS OR PARCEL
which is the subject of this application hereby authorize Marion Shipman to act as
PRINT NAME
my representative with the City of Gulfport's Zoning Board of Adjustment and Appeals, and/or Planning
Commission, and/or City Council, and/or permitting and licensing, as required by the City.

Such representation shall be for all purposes concerning any manner, right, or obligation relating to this
petition. This designation authorizes my agent to make verbal or written representations and/or declarations
on my behalf, and I shall be legally bound by said verbal or written representations and/or declarations
relating to this petition.

The petitioner understands and acknowledges that the City will rely upon the agent's representations in
approval or denial of said petition.

[Signature]
SIGNATURE

4-28-2025
DATE

STATE OF MISSISSIPPI | COUNTY OF HARRISON

Given under my hand and seal of office this the 28th day of April, 2025

[Signature]
NOTARY PUBLIC





COVENANT AFFIDAVIT

I, Katherine Sutton being property owner or agent of the property 706 E Pass Rd, GPT
PRINT NAME PRIMARY ADDRESS OR PARCEL

which is the subject of this application, hereby state that this variance request is not in violation of any restrictive or protective covenants.

[Signature]
SIGNATURE

4-28-2025
DATE

STATE OF MISSISSIPPI | COUNTY OF HARRISON

Given under my hand and seal of office this the 28th day of April, 20 25

[Signature]





Kathleen Smith
4/28/2025

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1 inch = 83 feet

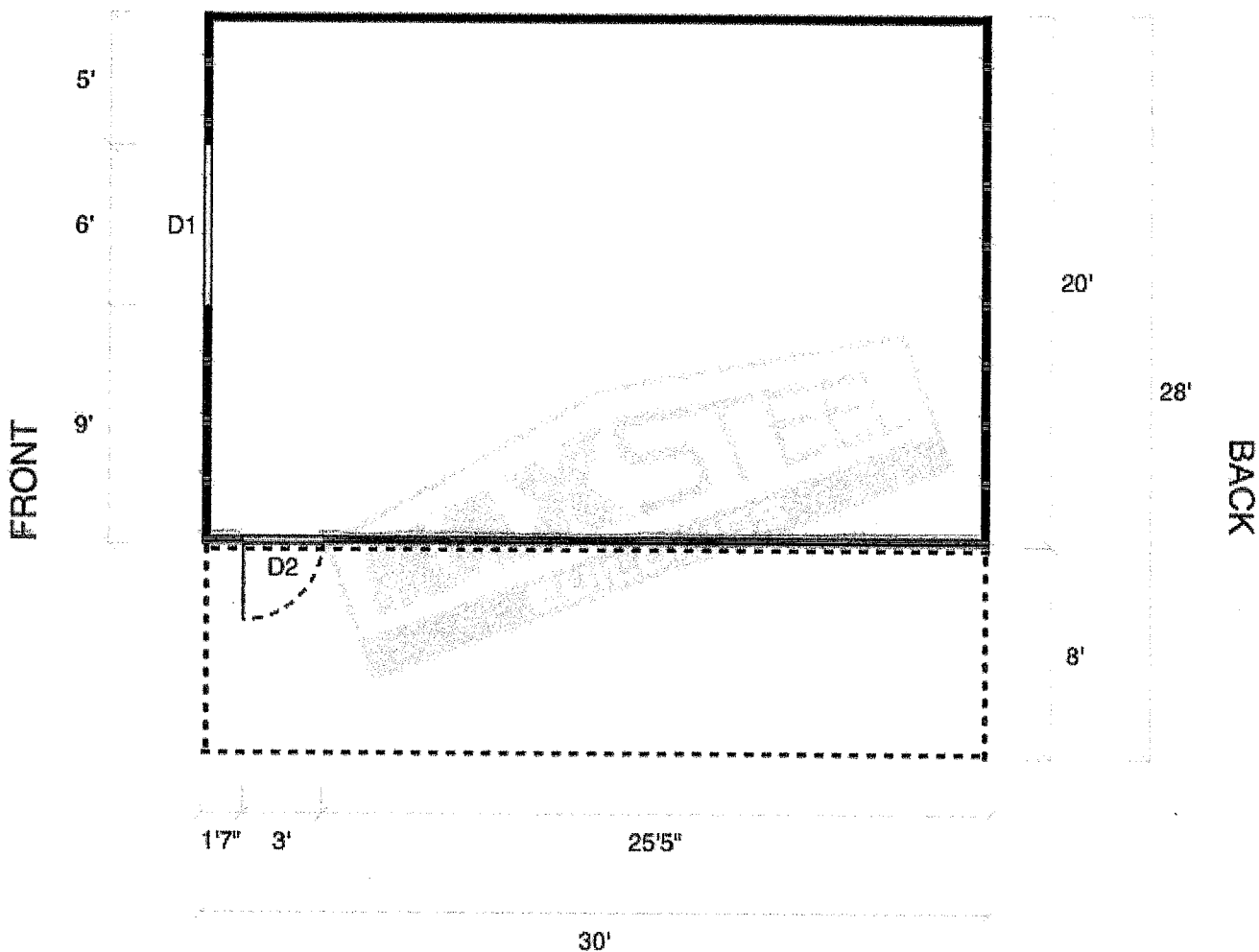
Area Map

Parcels

Printed 4/28/2025

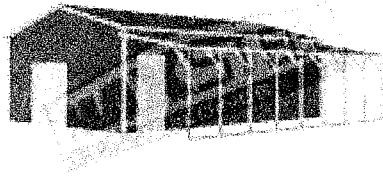


LEFT SIDE



SYMBOL LEGEND

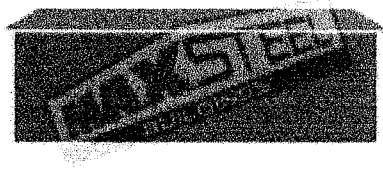
D1	6' x 6' Model 750 Rollup Door*	D2	Walk-in Door (36" x 80")
	Closed Wall		Open Wall



Perspective View



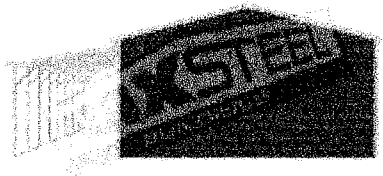
Front



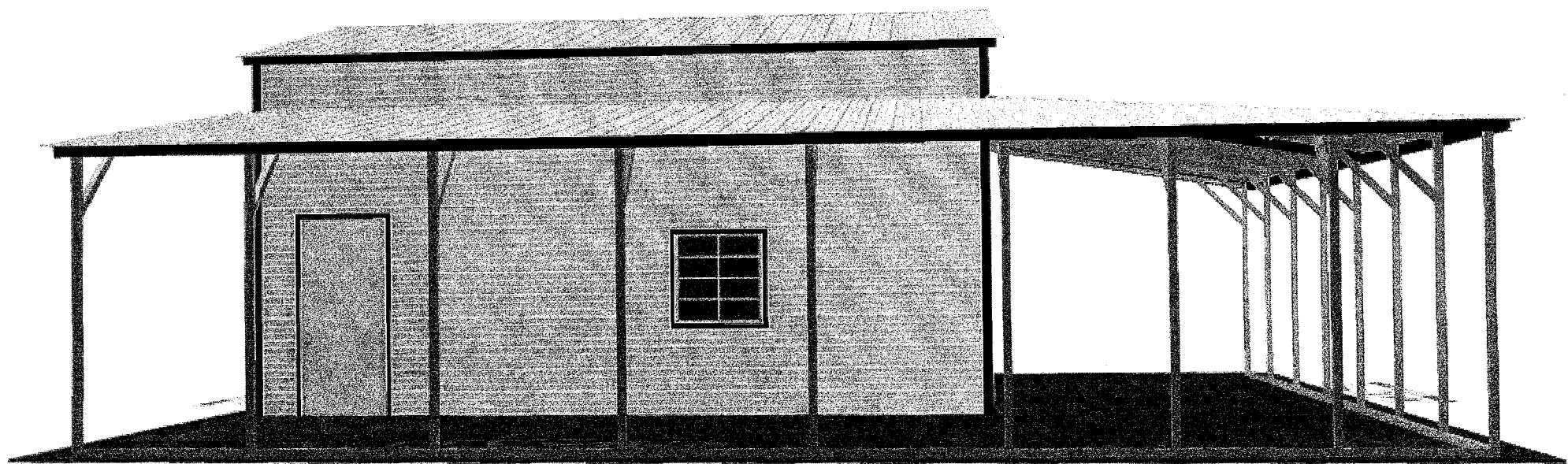
Left Side

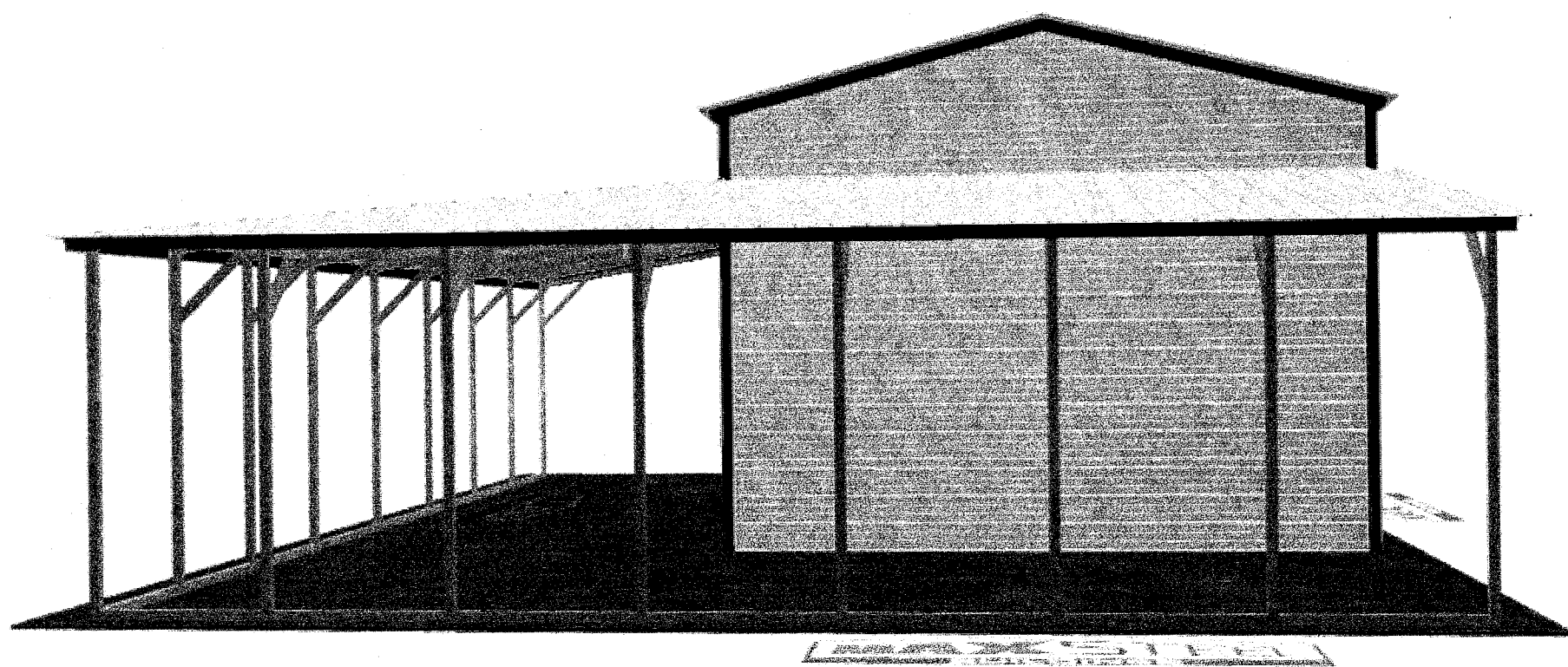


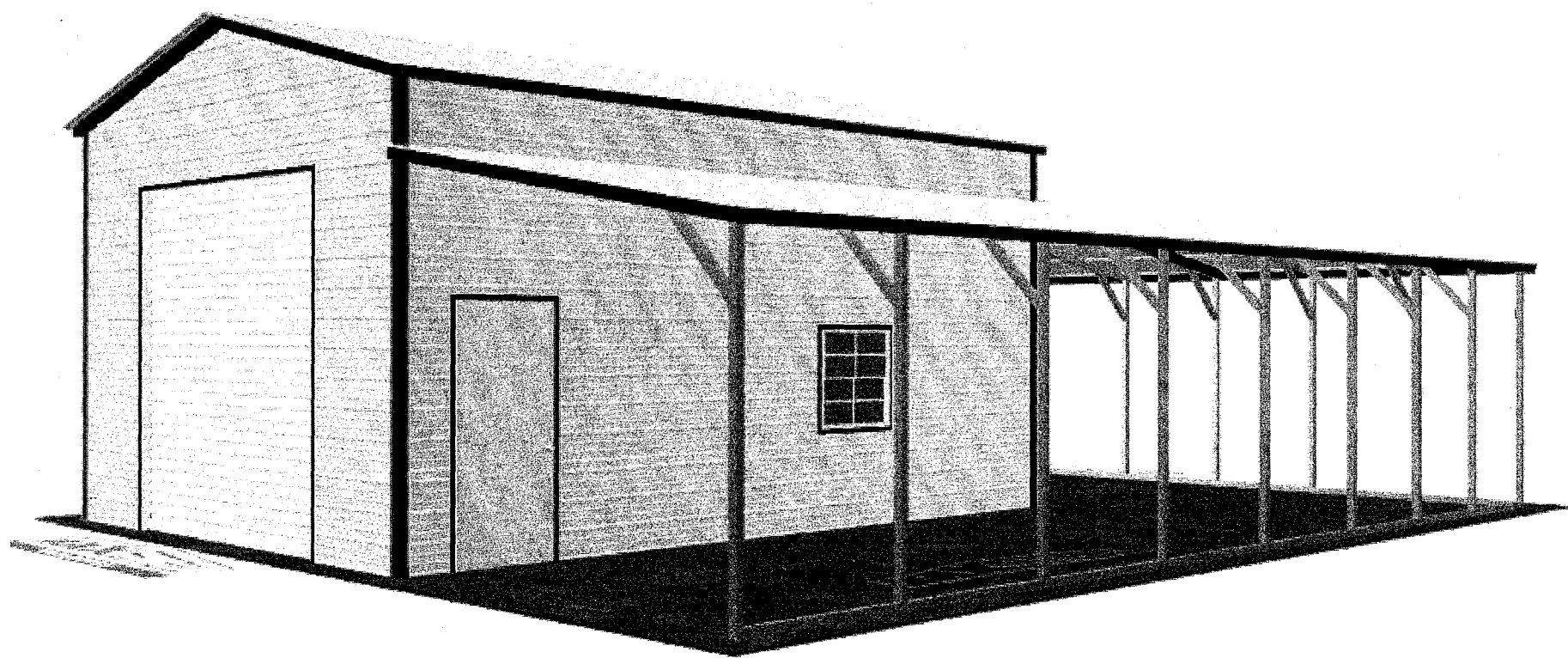
Right Side

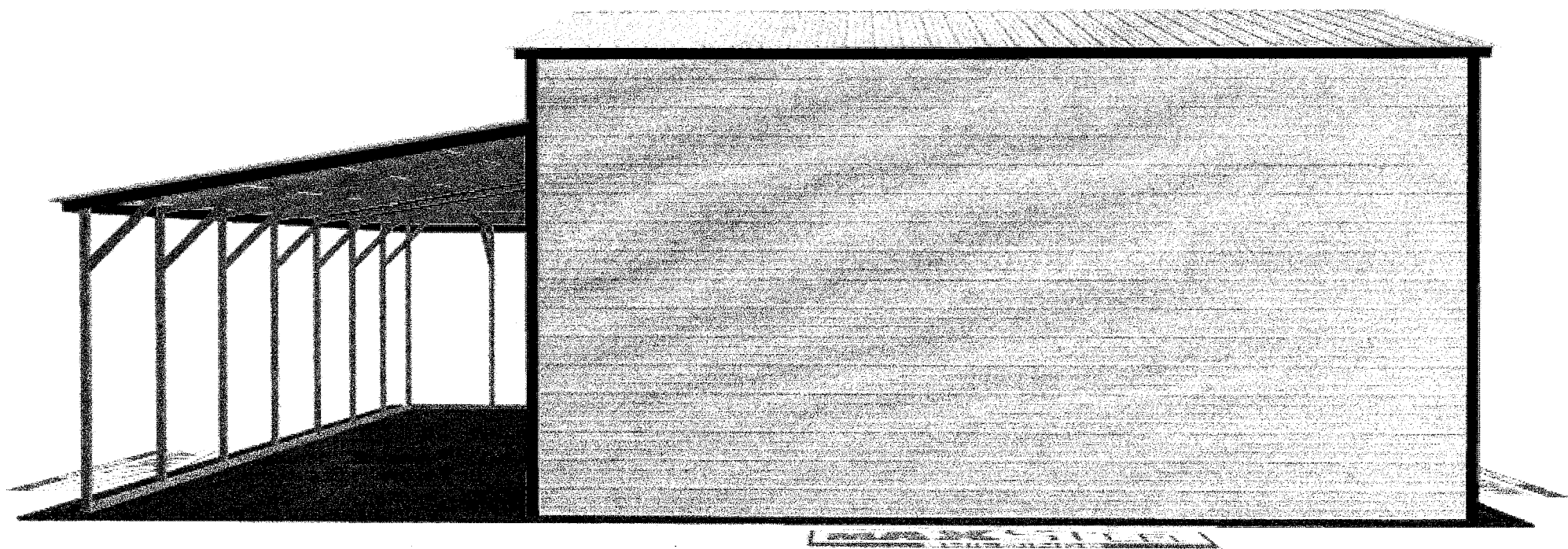


Back











706 E PASS ROAD – 20 X 30 STEEL SHED

This is a notice to ask for a variance to install a metal/steel building behind the building at 706 E Pass Rd, and for the exterior siding of the metal building to remain as is without having vinyl siding put over the existing exterior.

The proposed 20 x 30 metal/steel building will be white to match the vinyl siding of the home/business. The home/business is vinyl siding which is not possible to be installed on the metal/steel building – but the building will be white to match along with any trim colors.

We will implement design/landscaping to match. This storage building will be behind the home as well. The proposed exterior material is also equal in terms of durability, fire resistance and other relevant performance criteria.

This storage building is pertinent to the processes of Mississippi Heroes as we implement our “Ramp it Up” Program and will need a place to store wood modular ramps that will be installed along the Gulf Coast for those who need wheelchair ramps (people who are stuck in their homes).

Thank you!!

Katherine Sutton
Mississippi Heroes
228.234.4649
MississippiHeroes@gmail.com



Michael Watson

SECRETARY OF STATE

This is not an official certificate of good standing.

Name History

Name	Name Type
KMS Business Marketing Solutions LLC	Legal

Business Information

Business Type:	Limited Liability Company
Business ID:	1152012
Status:	Good Standing
Effective Date:	07/17/2018
State of Incorporation:	Mississippi
Principal Office Address:	11294 River Bend Drive GULFPORT, MS 39503

Registered Agent

Name
Katherine Sutton
11294 River Bend Drive
Gulfport, MS 39503

Officers & Directors

Name	Title
Morgan Noble 270 Trace Colony Park, STE B Ridgeland, MS 39157	Organizer
Katherine M Sutton 11294 River Bend Drive Gulfport, MS 39503	Manager

RECEIVED

SCANNED



Carolyn M. Carden 1st JUDICIAL DISTRICT
 Instrument 2024-0020253-D-J1
 Filed/Recorded 10/07/2024 10:44:01 AM
 Total Fees 26.00
 3 Pages Recorded

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

Grantor:
Carolyn M. Carden
 2581 Brighton Circle
 Biloxi, MS 39531
 (228) 388-5295

Return To:
Pilger Title Co.
 1406 Bienville Blvd.
 Ocean Springs, MS 39564
 (228) 215-0011

Grantee:
KMS Business Marketing Solutions, LLC
A Mississippi Limited Liability Company
 11294 River Bend Drive
 Gulfport, MS 39503
 (228) 234-4649

File No. T-24-214

INDEXING INSTRUCTIONS: A parcel of land situated in Sec. 36, T07S, R11W, 1st JD, Harrison County, MS

STATE OF MISSISSIPPI
 COUNTY OF HARRISON
 FIRST JUDICIAL DISTRICT

WARRANTY DEED

FOR AND IN CONSIDERATION OF the price and sum of TEN AND NO/100 DOLLARS (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of all of which is hereby acknowledged, I, **Carolyn M. Carden**, do hereby sell, convey and warrant unto **KMS Business Marketing Solutions, LLC, a Mississippi Limited Liability Company**, all of that certain tract, piece or parcel of land situated in Harrison County, Mississippi, together with all improvements, buildings, fixtures, and appurtenances thereunto belonging, and being more particularly described as follows, to-wit:

Legal Description attached hereto as Exhibit "A"

This being the same property as that conveyed to Carolyn M. Carden by Executrix Deed from Estate of J.D. Martinolich dated 07/22/2020 and recorded with Harrison County Chancery Clerk as Instrument #2020-8879-D-J1.

If this property is bounded by water, this conveyance includes any natural accretion, and is subject to any erosion due to the action of the elements. Such riparian and littoral rights as exist are conveyed herewith but without warranty as to their nature or extent. If any portion of the property is below the mean high tide watermark, or is coastal wetlands as defined in the Mississippi Coastal Wetlands Protection Act it is conveyed by quitclaim only.

Grantor(s) quitclaim any and all oil, gas, and other minerals owned, if any, to Grantee(s). No mineral search was requested or performed by preparer.

This conveyance is subject to any and all covenants, rights of way, easements, restrictions and reservations of record in the office of the Chancery Clerk of Harrison County, Mississippi.

It is agreed and understood that the taxes for the current year have been pro-rated as of this date on an estimated basis, and when said taxes are actually determined, if the proration as of this date is incorrect, the Parties hereto agree to make all necessary adjustments on the basis of an actual proration.

This conveyance is not part of the Grantor's homestead.

WITNESS MY SIGNATURE, on this the 30th day of September, 2024.

Carolyn M. Carden
Carolyn M. Carden

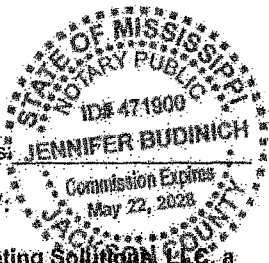
ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the said county and state, on this 30th day of September, 2024, within my jurisdiction, the within named Carolyn M. Carden, who acknowledged that she executed the above and foregoing instrument.

Jennifer Budinich
Notary Public

(AFFIX SEAL)



My commission expires

DEED ACCEPTED BY:

KMS Business Marketing Solutions LLC, a
Mississippi Limited Liability Company

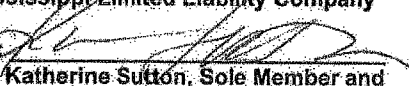
By: Katherine Sutton
Katherine Sutton,
Sole Member and Manager

Exhibit "A"

Legal Description

Beginning at a Point on the Range line between Range Ten (10) and Range Eleven (11); Nine hundred and fifty-four (954) feet South of the Northeast corner of Section Thirty-six (36), Township seven (7) South, Range Eleven (11) West; at the intersection of Tea Garden Road and the Pass Christian Road, and running South seventy-one (71) degrees and fifteen (15) minutes West five hundred and seventy-six (576) feet and three (3) inches along the North side of the Pass Christian Road to the starting Point; thence North fourteen (14) degrees and thirty minutes (30) West five hundred and fifteen (515) feet to the property of A. W. Loposser; thence westwardly eighty (80) feet along the Southern boundary of the land formerly owned by A. W. Loposser, and now occupied by Martin, to a stake; thence South Fourteen degrees and 30 minutes East 525 feet more or less, to the Pass Christian Road, thence East along the Pass Christian Road, eighty (80) feet to the Point of Beginning.

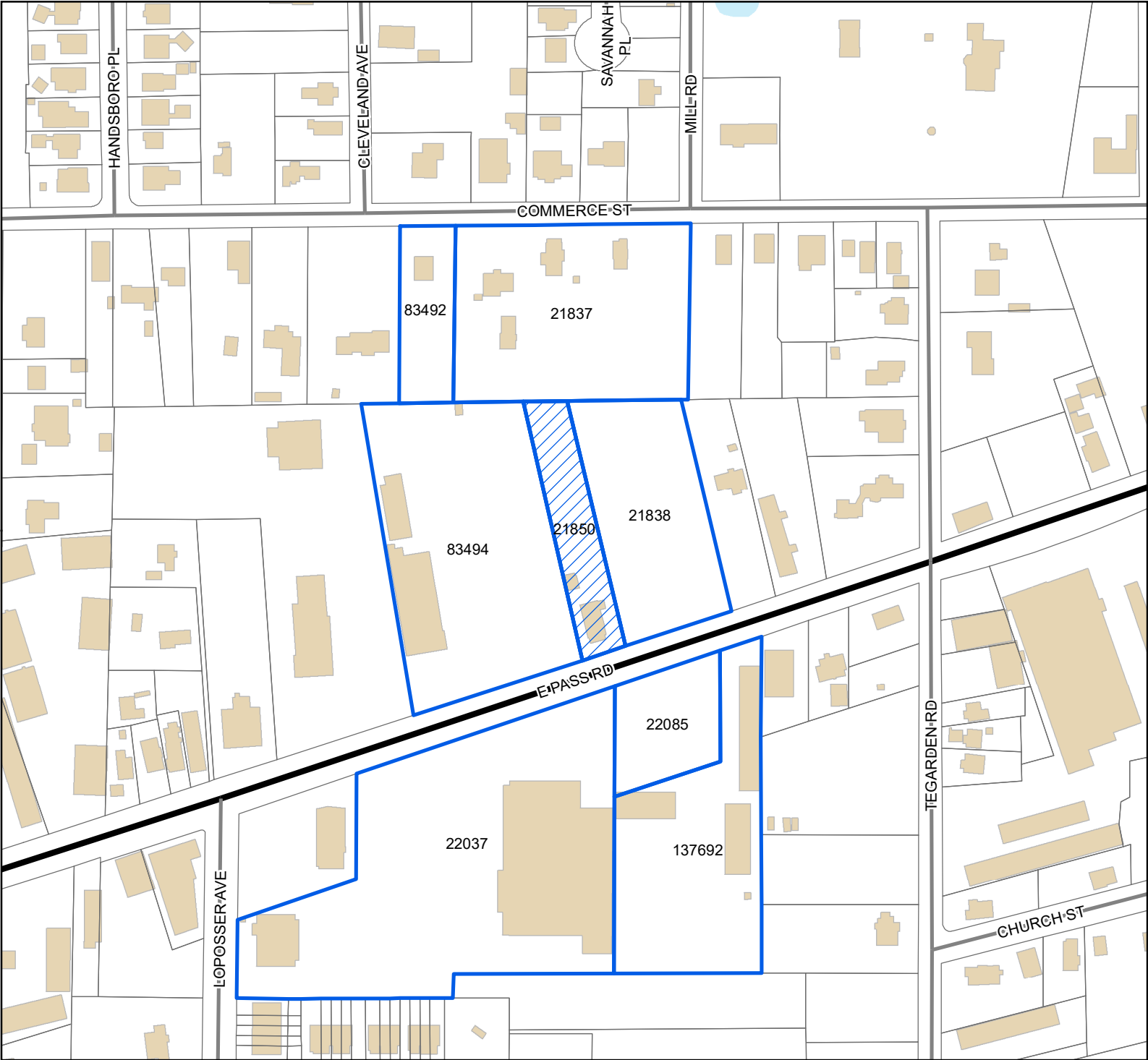
KMS Business Marketing Solutions, LLC, a
Mississippi Limited Liability Company

By: 

Katherine Sutton, Sole Member and
Manager

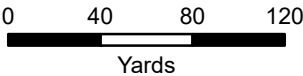
9/30/24
Date

Mail	PPIN	Parcel ID	Name	Address	City	State	ZIP
Y		0910I-01-007.000	KMS BUSINESS MARKETING SOLUTIONS LLC (OWNER)	11294 RIVER BEND DRIVE	GULFPORT	MS	39503
			Adjacent Property Owners (2505ARC007)				
	83494	0910I-01-068.000	MBH GPT REAL ESTATE LLC	328 N COLUMBIA ST	COVINGTON	LA	70433
	21837	0910I-01-053.000	FANT RICHARD W	P O BOX 7444	GULFPORT	MS	39506
	21838	0910I-01-066.000	FULLHOUSE VENTURE CO LP	P O BOX 1139	GULFPORT	MS	39502
	21850	0910I-01-067.000	CARDEN CAROLYN M	2581 BRIGHTON CIRCLE	BILOXI	MS	39531
	83492	0910I-01-051.000	GRIFFIN'S PROPERTIES LLC & HARPER T	14946 EAST SHADOW CREEK RD	BILOXI	MS	39532
	137692	0910I-02-008.001	JKA PROPERTIES LLC	1200 COLLEGE ST	GULFPORT	MS	39507
N	22085	0910I-02-008.000	JKA PROPERTIES LLC	1200 COLLEGE ST	GULFPORT	MS	39507
	22037	0910I-02-009.000	CHILIMIGRAS JOHN J & ERIN M -ETAL-	109 RANCH ST	BAY ST LOUIS	MS	39520



Legend

- Site
- US or State Highway
- Street
- Buildings
- Water Features



1 inch = 250 feet



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