

**CITY OF BILOXI  
AGENDA ITEM  
FACT SHEET**

Item No.: 4 F

Council Meeting Date: October 1, 2024

ITEM TITLE: RESOLUTION

INTRODUCED BY: Mayor Andrew "FoFo" Gilich

CONTACT PERSON: E. Michael Leonard, CAO *mu*  
Jerry Creech *jcc* Director of Community Development

**SUMMARY EXPLANATION:**

Resolution to grant FINAL Subdivision Plat approval of a twenty-five (25) lot Single Family residential Subdivision Development titled Monarch Villas and identified as 955 Motsie Road.

Ward 6, Case No. 24-043

Resolution  Ordinance \_\_\_\_\_ Public Hearing \_\_\_\_\_ Routine Agenda \_\_\_\_\_

Exhibits for Review

Contract \_\_\_\_\_ Minutes \_\_\_\_\_ Plans/Maps \_\_\_\_\_ Deed \_\_\_\_\_ Lease \_\_\_\_\_

Other (Specify): application, letter requesting final plat, letter from engineering,

Submittal Authorization: Council President \_\_\_\_\_ Mayor

STAFF RECOMMENDATION: Staff recommends approval

COUNCIL ACTION: Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

Vote:	Councilmember	Yes	No	AFR	ABST	Councilmember	Yes	No	AFR	ABST
	Lawrence	___	___	___	___	Tisdale	___	___	___	___
	Gines	___	___	___	___	Glavan	___	___	___	___
	Newman	___	___	___	___	Shoemaker	___	___	___	___
	McGilvary	___	___	___	___					

ACTION TAKEN:

RESOLUTION NO. \_\_\_\_\_

RESOLUTION TO GRANT **FINAL SUBDIVISION PLAT** APPROVAL OF A TWENTY-FIVE (25) LOT SINGLE FAMILY RESIDENTIAL SUBDIVISION DEVELOPMENT TITLED MONARCH VILLAS AND IDENTIFIED AS 955 MOTSIE ROAD

WHEREAS, the Biloxi Planning Commission conducted a public hearing on August 1, 2024, to hear the application of BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), Case No. 24-043-PC, to consider an application to establish a **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title: Monarch Villas, upon one and fifty-one one-hundredths acres (1.51) (more or less) in size, presently zoned **RB-Regional Business**, and identified as 955 Motsie Road (re: Tax Parcel No. 1308M-02-002.004); and

WHEREAS, on August 1, 2024, the Biloxi Planning Commission, upon conducting this public hearing, and after careful reflection on the particulars of this case, voted (15-0) to recommend approval of this **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title Monarch Villas; and

WHEREAS, on August 27, 2024, after considering all facts presented, the Biloxi City Council approved this request via Ordinance 2563, having concurred that an established community need for this PD-C Master Plan and the housing proposed is appropriate for this location.

WHEREAS, on September 23, 2024, Amanda Crose on behalf of BE & JF Enterprises, LLC, submitted a request for **Final Subdivision Plat** approval for this subdivision to be known as **Monarch Villas Subdivision**; and

WHEREAS, **Monarch Villas Subdivision**, which consists of twenty-five (25) single-family lots, has been found to conform to all appropriate platting requirements and

procedures, as outlined in the City of Biloxi Land Development Ordinance; and

WHEREAS, it should be noted, the City of Biloxi Engineering Department has no issues moving forward and recommends approval, stating the utilities and roadways are to remain private, therefore no bond is required; and

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, hereby approves the requested **Final Subdivision Plat**, for a twenty-five (25) lot Single Family Subdivision known as Monarch Villas, in Case No. 24-043-PC, BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), for the property identified 955 Motsie Road, having determined this subdivision is in the best interests of the City of Biloxi, and having further determined said **Final Subdivision Plat** has been found to comply with all requirements of the Land Development Ordinance.

.....A

RESOLUTION NO. \_\_\_\_\_

RESOLUTION CALLING FOR A PUBLIC HEARING WITH RESPECT TO A REQUEST FOR **FINAL SUBDIVISION PLAT** APPROVAL OF A TWENTY-FIVE (25) LOT SINGLE FAMILY RESIDENTIAL SUBDIVISION DEVELOPMENT TITLED MONARCH VILLAS AND IDENTIFIED AS 955 MOTSIE ROAD

WHEREAS, the Biloxi Planning Commission conducted a public hearing on August 1, 2024, to hear the application of BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), Case No. 24-043-PC, to consider an application to establish a **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title: Monarch Villas, upon one and fifty-one one-hundredths acres (1.51) (more or less) in size, presently zoned **RB-Regional Business**, and identified as 955 Motsie Road (re: Tax Parcel No. 1308M-02-002.004); and

WHEREAS, on August 1, 2024, the Biloxi Planning Commission, upon conducting this public hearing, and after careful reflection on the particulars of this case, voted (15-0) to recommend approval of this **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title: Monarch Villas; and

WHEREAS, on August 27, 2024, after considering all facts presented, the Biloxi City Council approved this request via Ordinance 2563, having concurred that an established community need for this PD-C Master Plan and the housing proposed is appropriate for this location.

WHEREAS, on September 23, 2024, Amanda Crose on behalf of BE & JF Enterprises, LLC, submitted a request for **Final Subdivision Plat** approval for this subdivision to be known as **Monarch Villas Subdivision**; and

WHEREAS, **Monarch Villas Subdivision**, which consists of twenty-five (25) single-family lots, has been found to conform to all appropriate platting requirements and

procedures, as outlined in the City of Biloxi Land Development Ordinance; and

WHEREAS, it should be noted, the City of Biloxi Engineering Department has no issues moving forward and recommends approval, stating the utilities and roadways are to remain private, therefore no bond is required; and

WHEREAS, the City Council of the City of Biloxi, Mississippi, having given the Planning Commission's recommendation full consideration, has decided that this is a matter of general public concern, and being so, it is in the best interest of the community to hold a public hearing on this matter before the City Council.

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, will conduct a public hearing in reference to Case No. 24-043-PC, BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), on a date to be set and in accordance with all requirements, as prescribed by the City of Biloxi Land Development Ordinance governing the conduct of public hearings.

..... B

RESOLUTION NO. \_\_\_\_\_

RESOLUTION TO DENY **FINAL SUBDIVISION PLAT** APPROVAL OF A TWENTY-FIVE (25) LOT SINGLE FAMILY RESIDENTIAL SUBDIVISION DEVELOPMENT TITLED MONARCH VILLAS AND IDENTIFIED AS 955 MOTSIE ROAD

WHEREAS, the Biloxi Planning Commission conducted a public hearing on August 1, 2024, to hear the application of BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), Case No. 24-043-PC, to consider an application to establish a **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title: Monarch Villas, upon one and fifty-one one-hundredths acres (1.51) (more or less) in size, presently zoned **RB-Regional Business**, and identified as 955 Motsie Road (re: Tax Parcel No. 1308M-02-002.004); and

WHEREAS, on August 1, 2024, the Biloxi Planning Commission, upon conducting this public hearing, and after careful reflection on the particulars of this case, voted (15-0) to recommend approval of this **PD-C: Planned Development - Commercial District Master Plan**, coupled with a **Preliminary Subdivision** under the working title: Monarch Villas; and

WHEREAS, on August 27, 2024, after considering all facts presented, the Biloxi City Council approved this request via Ordinance 2563, having concurred that an established community need for this PD-C Master Plan and the housing proposed is appropriate for this location.

WHEREAS, on September 23, 2024, Amanda Crose on behalf of BE & JF Enterprises, LLC, submitted a request for **Final Subdivision Plat** approval for this subdivision to be known as **Monarch Villas Subdivision**; and

WHEREAS, **Monarch Villas Subdivision**, which consists of twenty-five (25) single-family lots, has been found to conform to all appropriate platting requirements and procedures,

as outlined in the City of Biloxi Land Development Ordinance; and

WHEREAS, it should be noted, the City of Biloxi Engineering Department has no issues moving forward and recommends approval, stating the utilities and roadways are to remain private, therefore no bond is required; and

WHEREAS, the Biloxi City Council, after consideration of all facts presented, hereby rejects the report and findings of the Biloxi Planning Commission and, in so doing, determines that approval of this **Final Subdivision Plat** is not appropriate for the property presently identified as 955 Motsie Road.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, that having given the Planning Commission's recommendation full consideration, hereby rejects said recommendation and hereby denies the requested **Final Subdivision Plat** for the property presently identified as 955 Motsie Road, Case No. 24-043-PC, BE & JF Enterprises, LLC (owner) and Amanda Crose (applicant), based upon a determination that\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
.....C

# MONARCH VILLAS SUBDIVISION

SECTION 7, TOWNSHIP 7 SOUTH, RANGE 9 WEST  
HARRISON COUNTY, BILOXI, MISSISSIPPI

PARCEL #13090-02-036.000

## VICINITY MAP



### OWNER'S CERTIFICATE AND DEDICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF RECORD OF THE LAND SHOWN ON THIS PLAT AND DECLARES THIS TO BE A CORRECT PLAT OF THE MONARCH VILLAS SUBDIVISION, AND THAT SAID OWNER HEREBY DEDICATES THE UTILITIES AND EASEMENTS UNTO THE CITY OF BILOXI, SECOND JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI, FOR THE PUBLIC USE FOREVER.

WITNESS MY SIGNATURE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024

BE & JF ENTERPRISES, LLC

BY: \_\_\_\_\_  
NAME TITLE

### ACKNOWLEDGEMENT

STATE OF MISSISSIPPI, COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED AUTHORITY IN AND FOR THE SAID COUNTY AND STATE, ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024, WITHIN MY JURISDICTION, THE WITHIN NAMED \_\_\_\_\_ WHO ACKNOWLEDGED TO ME THAT HE IS AN AUTHORIZED AGENT OF BE & JF ENTERPRISES, LLC, A LIMITED LIABILITY COMPANY, AND AS THE ACT AND DEED OF SAID COMPANY, HE EXECUTED AND DELIVERED THE ABOVE AND FOREGOING INSTRUMENT, AFTER FIRST HAVING BEEN DULY AUTHORIZED BY SAID LIMITED LIABILITY COMPANY TO DO SO.

GIVEN UNDER MY HAND AND SEAL OF THIS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

NOTARY PUBLIC MY COMMISSION EXPIRES: \_\_\_\_\_

### CERTIFICATE OF APPROVAL AND ACCEPTANCE

THIS SUBDIVISION PLAT HAS BEEN SUBMITTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI BY ORDER DULY ADOPTED ON THE DAY OF \_\_\_\_\_ 2024, AND ENTERED IN THE OFFICIAL MINUTES OF THE CITY OF BILOXI IN MINUTE BOOK \_\_\_\_\_, ON PAGE \_\_\_\_\_, CITY OF BILOXI.

BY: \_\_\_\_\_  
MAYOR DATE OF EXECUTION

BY: \_\_\_\_\_  
PRESIDENT OF COUNCIL DATE OF EXECUTION

BY: \_\_\_\_\_  
MUNICIPAL CLERK DATE OF EXECUTION

### CERTIFICATE OF PLAT APPROVAL

ALL REQUIREMENTS OF THE BILOXI SUBDIVISION RULES AND REGULATIONS RELATIVE TO THE PREPARATION AND SUBMISSION OF A FINAL SUBDIVISION PLAT HAVING BEEN FULFILLED, APPROVAL OF THIS PLAT IS HEREBY GRANTED, SUBJECT TO FURTHER PROVISIONS OF THE SAID RULES AND REGULATIONS.

BILOXI PLANNING COMMISSION

DIRECTOR OF COMMUNITY DEVELOPMENT DATE OF EXECUTION \_\_\_\_\_

### SURVEYOR'S CERTIFICATE

I GARY A. DURBIN, PROFESSIONAL LAND SURVEYOR IN AND FOR THE STATE OF MISSISSIPPI, DO HEREBY CERTIFY THAT THE FOREGOING PLAT AND DESCRIPTION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

WITNESS MY SIGNATURE AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024

GARY A. DURBIN, P.L.S. NO 2401

### CERTIFICATE OF COMPARISON

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE HAVE COMPARED THE ORIGINAL PLAT WITH THIS DUPLICATE PLAT OF THE MONARCH VILLAS SUBDIVISION, AND FIND THE SAME TO BE AN EXACT DUPLICATE THEREOF.

WITNESS OUR SIGNATURES THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

DEPUTY CLERK: \_\_\_\_\_

GARY A. DURBIN, P.L.S. NO 2401

### RECORDING CERTIFICATE

FILED AND RECORDED IN DUPLICATE IN THE RECORD OF PLATS OF HARRISON COUNTY, MISSISSIPPI, IN PLAT BOOK \_\_\_\_\_ ON PAGES \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF 2024.

CHANCERY CLERK: \_\_\_\_\_

BY DEPUTY CLERK \_\_\_\_\_

JOB 11375

GARY A. DURBIN, P.L.S.  
PROFESSIONAL LAND SURVEYOR  
13048 RIVERWALK CIRCLE, DIBERVILLE, MS, 39540  
PH (228) 364-3632 [Teelak-gd@aol.com](mailto:Teelak-gd@aol.com)



# MONARCH VILLAS SUBDIVISION

## SECTION 7, TOWNSHIP 7 SOUTH, RANGE 9 WEST HARRISON COUNTY, BILOXI, MISSISSIPPI PARCEL #1308M-02-002.004

### LEGAL DESCRIPTION PARCEL "A"

A tract of land situated in the West half of the Southeast quarter of the Southwest quarter of Section 7, Township 7 South, Range 9 West, City of Biloxi, Harrison County, Mississippi, being more particularly described as follows, to-wit:

Beginning at a Mag nail of the intersection of the North margin of Poppa Ferry Road and the West margin of Malsie Road, said point having Mississippi State Plane Coordinates of N 342913.63 E 954442.42, thence run S 89°51'59" W 183.28 feet along said North margin of Poppa Ferry Road to an iron rod, thence departing said North margin run N 00°15'12" W 366.42 feet to an iron rod, thence N 89°51'59" E 175.42 feet to the West margin of Malsie Road, thence S 01°28'56" E 366.52 feet to the Point of Beginning. Said parcel contains 65,716 square feet or 1.51 acres. Bearings based on GPS Observation, Mississippi East Zone, convergence angle = -0.150449, scale factor 0.999960, per survey by Gary A. Durbin, P.L.S. dated: April 10, 2020.

### NOTES:

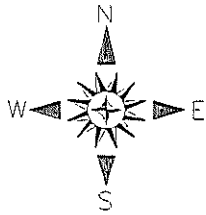
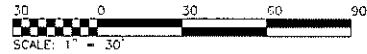
- 1) 1/2" IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED
- 2) BEARINGS BASED ON MISSISSIPPI STATE PLANE COORDINATES, MISSISSIPPI EAST ZONE, HAD 83 USING TYPNET NETWORK, CONVERGENCE ANGLE = -0.150449, SCALE FACTOR 0.999960
- 3) THIS IS A CLASS "A" SURVEY PER THE STANDARDS OF PRACTICE FOR THE STATE OF MISSISSIPPI
- 4) SETBACKS ARE AS FOLLOWS: FRONT 0', SIDE, AND 2'S' REAR FOR EACH LOT
- 5) DATE OF FIELD SURVEY SEPTEMBER 11, 2024
- 6) THIS PROPERTY IS LOCATED IN ZONE PD-C (PLANNED DEVELOPMENT COMMERCIAL DISTRICT)
- 7) ANY DETENTION POND, COMMON AREA AND LANDSCAPED AREAS SHALL NOT BE MAINTAINED OR OWNED BY THE CITY OF BILOXI, BUT SHALL RATHER BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION
- 8) NO PRIVATE USE IMPROVEMENTS ALLOWED IN ANY EASEMENT AREAS
- 9) NO STRUCTURES TO BE BUILT IN DEDICATED EASEMENTS
- 10) TOTAL NUMBER OF LOTS = 25
- 11) THE ROAD/PARKING LOT WILL REMAIN PRIVATE AND WILL NOT BE DEDICATED TO THE CITY OF BILOXI
- 12) THERE IS HEREBY CREATED A BLANKET EASEMENT UPON, ACROSS, OVER AND UNDER ALL PROPERTY INCLUDING ANY IMPROVEMENTS SITUATED THEREON FOR INGRESS, EGRESS, MAINTENANCE WORK IN CONNECTION WITH GRASS, SHRUBBERY OR LANDSCAPING, INSTALLATION, REPLACING, REPAIRING AND MAINTAINING AN UNDERGROUND SPRINKLER SYSTEM AND ALL UTILITIES, INCLUDING BUT NOT LIMITED TO WATER, SEWER, TELEPHONE, GAS AND ELECTRICITY
- 13) THIS PARCEL IS SITUATED IN ZONE 7 PER FROM MAP PANEL 20047-0283-C, DATED JUNE 16, 2000
- 14) SIDEWALKS WILL BE INSTALLED FOR EVERY LOT PRIOR TO OCCUPANCY OF ANY DWELLING UNIT. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED FOR ANY LOT FOR WHICH A SIDEWALK HAS NOT BEEN INSTALLED, AS HEREIN PROVIDED. SIDEWALKS ALSO MUST COMPLY WITH SECTION 23-6-1(g) AND SECTION 23-7-4 OF THE BILOXI LCO.



JOB 11375B

**GARY A. DURBIN, P.L.S.**  
PROFESSIONAL LAND SURVEYOR  
1304B RIVERWALK CIRCLC, DIBERVILLE, MS. 39540  
PH (228) 365-3632 [Trelat.ga@aol.com](mailto:Trelat.ga@aol.com)

SHEET 2 OF 2



NOW OR FORMERLY  
WATERCOURSE ACQUISITION  
GROUP LLC  
P.O. BOX 1433  
BILOXI, MS. 39533  
DP 202-1080-0-22  
1306M-02-002.001

15' FENCE MAINTENANCE EASEMENT

NOW OR FORMERLY  
WATERCOURSE ACQUISITION  
GROUP LLC  
P.O. BOX 1433  
BILOXI, MS. 39533  
DP 202-1078-0-17  
1306M-02-002.005

15' FENCE MAINTENANCE EASEMENT

N:342913.20  
E:954259.14

N:343279.62  
E:954267.52

NOW OR FORMERLY  
GULF CONCRETE  
961 MOTSIE ROAD  
BILOXI, MS. 39532  
DP 271-PC 300  
1306M-02-002.000

N:343280.03  
E:954432.94

N 89°51'59" E (M) 175.42' (M)

N 00°15'12" W (D) 366.42' (D)

S 89°51'59" W (D) 183.28' (D)

POINT OF BEGINNING  
N 342913.63  
E 954442.42

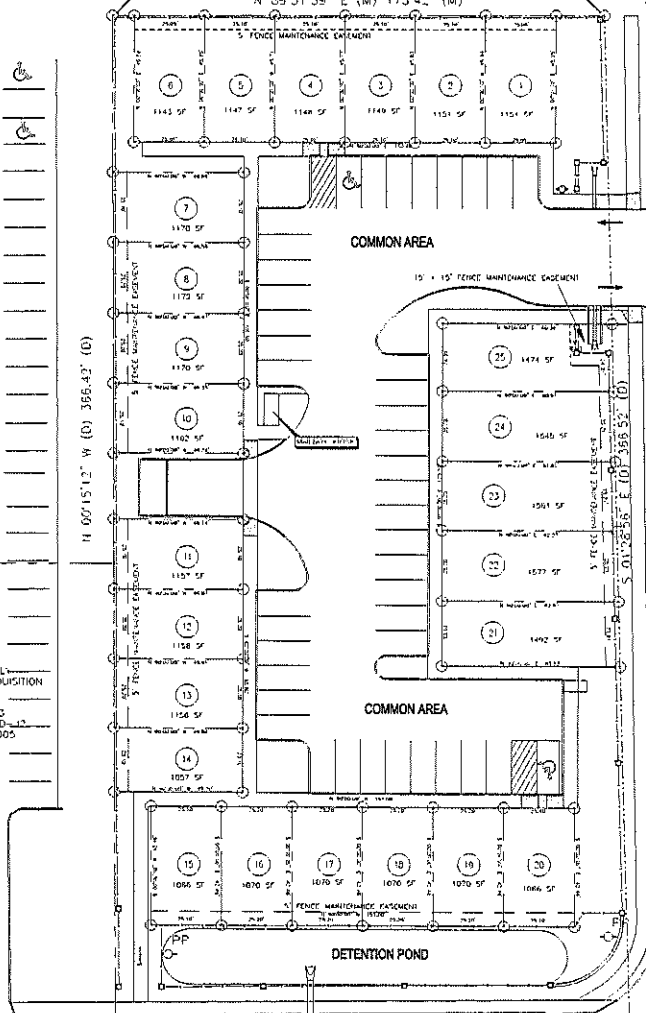
POPPA FERRY ROAD

MOTSIE ROAD

COMMON AREA

COMMON AREA

DETENTION POND





**APPLICATION FOR FINAL PLAT**  
 Community Development Department  
 Planning Division  
**Mailing Address: P.O. Box 508, Biloxi, MS 39530**  
 Office Location: 676 Dr. MLK Blvd.,  
 Planning (228) 435-6266 Fax (228) 435-6188

Case No. -

9/23/24  
 Date Submitted

6  
 Ward Number

Tax Parcel Number(s):

13024-02-002-004

-

Monarch Villas  
 Name of Subdivision

25  
 Number of lots in Subdivision

Is this a phased subdivision?  Yes  No

Phase (if applicable) \_\_\_\_\_ No. of lots in this phase \_\_\_\_\_

Letter of Approval from City Engineer Attached.  Yes  No

Maintenance Bond (if applicable)  Yes  No

Copy proposed Final Plat attached.  Yes  No

BE & JF Enterprises, LLC  
 Name of Rightful Owner

\_\_\_\_\_  
 Name of Applicant

1402 Pass Road  
 Mailing Address (if different)

\_\_\_\_\_  
 Mailing Address (if different)

Gulfport, MS 39501  
 City, State and Zip Code

\_\_\_\_\_  
 City, State and Zip Code

( ) (228) 213-0783  
 Home Phone Office Phone

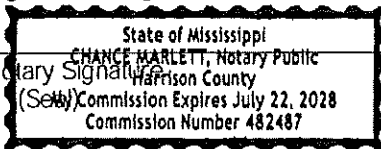
( ) ( )  
 Home Phone Office Phone

( ) a.crose@mycliffhome.com  
 Fax Number e-mail address

( ) ( )  
 Fax Number e-mail address

ACROSE  
 Signature of Rightful Owner

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



\_\_\_\_\_  
 Notary Signature (Seal)

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

\_\_\_\_\_

\_\_\_\_\_

**Office Use Only**

DATE RECEIVED: \_\_\_\_\_ PRELIMINARY SUBDIVISION CASE NO.: \_\_\_\_\_

FEE RECEIVED: \_\_\_\_\_ RECEIPT NUMBER: \_\_\_\_\_

PLAT REVIEWED BY: \_\_\_\_\_ CITY COUNCIL AGENDA DATE: \_\_\_\_\_

**Engineering Department**  
Christy LeBatard, P.E., Director



214-A Delauney Street  
P. O. Box 429  
Biloxi, Mississippi 39533  
Office: 228.435.6269  
Fax: 228.435.6179  
[www.biloxi.ms.us](http://www.biloxi.ms.us)

Memorandum

To: Jerry Creel  
Community Development Director

From: Christy LeBatard, P.E.  
Director of Engineering

Re: Monarch Villas – Final Plat

Date: September 23, 2024

The Engineering Department has no issues with Monarch Villas moving forward with final plat. The utilities and roadways are remaining private; therefore, no bond is required.

cc: File



ELLIOTT  
HOMES

9/23/2024

City of Biloxi  
676 Dr. Martin Luther King Jr. Blvd  
Biloxi, MS 39532

To Whom It May Concern:

BE & JF Enterprises, LLC currently owns the property known as Monarch Villas, located at 955 Motsie Road (tax parcel # 1308M-02-002.004). The property is currently zoned as a PD-C (Planned Development Commercial) District Master Plan and located on approximately 1.51 acres. We are respectfully requesting approval for Final Plat of a 25 lot subdivision known as Monarch Villas. The utilities, roadway/parking area, common area, and detention pond will be owned by the Homeowner's Association and not the City of Biloxi.

Sincerely,

Amanda Crose  
on behalf of BE & JF Enterprises, LLC

