



CZC - Commercial 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 department can be initiated without this form. A site plan depicting what is proposed must be attached to complete this application. (If applicable)

Project Description: _____

Applicant: ☐ Owner ☐ Engineer ☐ Architect ☐ Type of Contractor _____

Project Address: _____ Unit/Apt# _____

Current Property Use _____

Proposed Property Use _____

(OWNER) BUSINESS DETAILS

Owner: _____

Mailing Address: _____

Telephone _____ Fax _____ Email _____

(SEPARATE PERMIT REQUIRED FOR SIGN AND/OR PARKING)

SIGN DETAIL

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

PARKING DETAILS

Total spaces _____ ADA spaces _____

Parking surface type: ☐ Asphalt ☐ Concrete ☐ Other _____

Parking lot lighting: ☐ Poles ☐ Building Mounted ☐ Other _____

Applicant Signature _____

Planning Staff Only

Tax Parcel Number(s): _____

Current Zoning _____ Use _____

Setbacks: Front _____ Back _____ Left _____ Right _____

Lot Sq. Ft or Acres _____ Impervious % _____

FEMA Flood Zone _____ Base Flood Elevation _____ Design Flood _____

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: _____