

**TO:** Planning and Zoning Commission  
City of Bay St. Louis

**RE:** Application for Sketch Plat Approval  
Shieldsboro Subdivision – Phase 2B

**Parcels:**

- 137R-0-44-051.000 (Pt. 203, 4th Ward, Bay St. Louis, 79 AA38-63/66)
- 137R-0-44-050.000 (Pt. 196, 4th Ward, Bay St. Louis)
- 137R-0-44-049.000 (Pt. 166, 167 & 195, 4th Ward, Bay St. Louis)

**HEARING DATE:** July 9, 2025

I have reviewed the Sketch Plat submitted for Phase 2B of the Shieldsboro Subdivision. The applicant proposes to reconfigure three existing parcels of land into seventy (70) new single-family residential parcels and two (2) designated detention areas. The proposed development is located within a Special Use District overlay, in areas zoned R-2 (Two-Family Residential) and R-3 (Multi-Family Residential).

The proposed Shieldsboro Phase 2B will be within a Special Use District that was approved in November 2020.

The subdivision is located along Old Spanish Trail, between St. Charles Street and Spanish Acres Drive, and CSX railroad tracks and represents a continuation of the existing Shieldsboro Subdivision.

The administration recommends approval of the submitted Sketch Plat for the following reasons:

- In November 2020, the Bay St. Louis City Council approved the Preliminary Plat for Shieldsboro Subdivision Phases 2A, 2B, and 2C, which included a total of 114 lots. Of these, 44 lots have been developed. The remaining 70 lots, which were part of the original approval, are now being submitted as part of this Sketch Plat for Phase 2B.
- Compliance with Current Subdivision Regulations: A new version of the City's Subdivision Regulations was adopted in May 2023. While the earlier phases of Shieldsboro were not subject to these updated requirements, Phase 2B will be. The applicant has incorporated these updated standards, which include the installation of sidewalks and the extension of gas utility service as part of the required infrastructure improvements.

- The right-of-way between Parcel 5 and Parcel 67 contains two mature live oak trees, which will be preserved. The developer has proposed to use brick pavers as the road surface in this area to prevent damage to the root systems and ensure long-term protection of the trees.

Following Sketch Plat approval, the applicant will proceed to the Preliminary Plat stage, which will require a detailed review and approval of all utilities, drainage, and other infrastructure improvements by the current subdivision ordinance by Public Works, City Engineering, Building Department and any other professional needed to make sure the Shieldsboro Phrase 2B is constructed to subdivision regulation and City of Bay St Louis standards.

Please do not hesitate to contact my office with any questions or requests for additional information.

Sincerely,

**Jeremy L. Burke**

Zoning Administrator