

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

RE: 415 Thomas Street  
144M-0-19-247.000 Legal Description PT 101 1st Ward, Bay St. Louis  
  
144M-0-19-248.000 Legal Description 101F 1st Ward, Bay St. Louis)

**HEARING DATE:** July 9, 2025

I have reviewed the variance application submitted by Dawn Smith. The applicant is requesting to reconfigure two existing parcels of land. The properties lie within the R-1 Residential Single-Family zoning district, which requires a minimum lot area of 12,000 sq ft and a minimum lot width of 100 feet.

The variance requests for the proposed parcels are as follows:

Parcel 1:

Minimum Lot Area: 12,000 sq ft  
Proposed Lot Area: 10,000 sq ft  
Variance Needed: 2,000 sq ft

Minimum Lot Width: 100 ft  
Proposed Lot Width: 75 ft  
Variance Needed: 25 ft

Parcel 2:

Minimum Lot Area: 12,000 sq ft  
Proposed Lot Area: 7,500 sq ft  
Variance Needed: 4,500 sq ft

Minimum Lot Width: 100 ft  
Proposed Lot Width: 75 ft  
Variance Needed: 25 ft

The administration recommends approving the variance.

- The applicant did not submit an official survey with the variance applicant, so these numbers are not accurate. The applicant didn't want to get a survey without knowing that P&Z and City Council would allow less than the minimum parcel size.

- Currently, one of the parcels being requested to be reconfigured is larger than 12,000 sq ft and meets the minimum width, and one of the parcels is less than the minimum square footage and smaller
- Most of the parcels in the neighborhood do not meet the minimum square footage or width.

Please feel free to contact my office if I can further assist in this matter.

Jeremy L Burke  
Zoning Administrator