

Bill from

Bill to

Orion Planning + Design

City of Bay St. Louis

919 Getwell Road Hernando, MS 38632 United States Micheal Reso

Project 24-10

Services through

MS BSL Code

Apr 1, 2025 - Apr 30, 2025

Note

See the attached progress report.

Invoice #	Terms	Issue date	Due date	Invoice Total
24-10-010	-	May 1, 2025	May 30, 2025	\$5,622.41

## **Fixed Fee Services**

Total for Fixed Fee Services	\$101,500.00	\$31,112.50	31%	36%	\$5,252.50
Code Adoption	\$20,000.00	\$0.00	0%	0%	\$0.00
Code Update	\$56,500.00	\$20,257.50	36%	45%	\$5,252.50
Code Assessment	\$25,000.00	\$10,855.00	43%	43%	\$0.00
PHASE	PLANNED	PREVIOUSLY BILLED (\$)	PREVIOUSLY BILLED (%)	% COMPLETE	CURRENT DUE

## **Expenses**

CATEGORY	ITEM	DATE	PHASE	CURRENT DUE
Travel		2025/04/25	Code Update	\$350.00
Taxi/Uber	Parking at HPN	2025/04/25	Code Update	\$19.91
Total for Expenses				\$369.91

Invoice Total \$5,622.41

## Appendix - Attachments

Project Crimatorian Meeting. The code trans will converse a virtual project orientation meeting to review the recommendations of Bay St. Louis 2015 related to the Bay St. Louis Zong Code, to review overall project goals, areas of focused attention, and anticipated interventions. The Code of the Bay St. Louis Zong Code, to review overall project goals, areas of focused attention, and anticipated interventions. The Code of the Bay St. Louis Zong Code Update Framework. The existing code will be summarily assessed in comparison to best code of the Code of Louis Saff, the code team will identify, inventory, and assess current development receives and a framework for the compensation to best align the code with Bay St. Louis 2015. Projected areas of update will include: Formatting and Navegation, Consolidation of virtual relationship of the code with Bay St. Louis 2015. Projected areas of update will include: Formatting and Navegation, Consolidation of virtual relationship of the code with Bay St. Louis 2015. Projected areas of update will include: Formatting and Navegation, Consolidation,	Bay St. Louis Zoning Code Update Progress Report - April 25	Previous Period	Total Progress
virillated to the Bay St. Louis Zoning Code, to review overall project goals, areas of focused attention, and anticipated interventions.  Trocess and Entity Identification. In conditionation with Bay St. Louis Staff, the code team will identify, inventory, and assess current development recreases and ramamount of the general public, developers, and staff.  Trocess and a framework for the general public, developers, and staff.  Trocess and a framework for the comprehensive update will be developed from the assessment. The assessment will focus on the type of treatment or terversion of surgerial stands of Control staffs for a marine presentation, Consolidation of the review of occurrent staffs for a marine presentation, Consolidation of the control of the staff and staffs and staffs allowed surgers. Control for graphs amework to be developed will financian as a guide to the remaining work of the team and will inform creation of the annotated code outline. The staff and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs and staffs. It is a staff and staffs and staffs. It is a staff and staffs and staffs and staffs and staffs and staffs and staffs a	Phase I: Project Activation and Code Assessment		
recesses for the general public, developers, and staff.  Fertiliminary Assessment and Zoning Code Update Framework. The existing code will be summarily assessed in comparison to best ractices and a framework for the comprehensive update will be developed from the assessment. The assessment will focus on the type of treatment or tenverention required to best align the code with Bary St. Couls 2055. Projected areas of update will be understance, Consolidation, or activation of existers studies areas, Content for graphic bustration, Administrative and review processes, Zoning district to place type alignment (district elimination, consolidation, creation, adjustment). The amounts of the control of the place of the control of the place of the control	Project Orientation Meeting. The code team will convene a virtual project orientation meeting to review the recommendations of Bay St. Louis 2045 as related to the Bay St. Louis Zoning Code, to review overall project goals, areas of focused attention, and anticpated interventions.	100%	100%
possible and a framework for the comprehensive update will be developed from the assessment. The assessment will focus on the type of treatment or trevention required to best alight the code with Bay's Louis 2054. Projected rares of update will include. Formatting and Analysation, Consolidation of related subject areas, content for graphic ustration, Administrative and review processes. Zoning district to place type alignment (district elimination, consolidation, creation, adjustment). The amework to be developed will function as a guide to the remaining work of the team and will inform creation of the annotated code outline. Barbard and State-holder Survey. Based on Task 1.3, an individual of the control of the annotated code outline. The agent and the procession of the annotated code outline. State of the control of the annotated code outline. State of the control of the annotated coding and logical order of section development. Typically, general and administrative components are drafted first, againter of the annotated coding and logical coder of section development. Typically, general and administrative components are drafted first, againter of the months of the annotated coding and logical coder of section development. Typically, general and administrative components are drafted first, againter extended in the months of th	Process and Entity Identification. In coordination with Bay St. Louis staff, the code team will identify, inventory, and assess current development processes for the general public, developers, and staff.	50%	100%
rofessionals, citizens groups, etc.) will be electronically surveyed for prioritization of code revision components, regulatory concerns, and other rocess inputs as determined appropriate.  raft Annotated Outline, asset on the framework developed in task 1.3, an outline of the revised code will be created which includes explanatory otes of proposed amendments where needed.  90% 1007  ### ASSE IDELIVERABLES  roject orientation meeting summary reliminary assessment and framework  100% 1007  ### IDELIVERABLES  roject orientation meeting summary reliminary assessment and framework  100% 1007  ### IDELIVERABLES  roject orientation meeting summary reliminary assessment and framework  100% 1007  ### IDELIVERABLES  roject orientation meeting summary reliminary assessment and framework  100% 1007  ### IDELIVERABLES  roject orientation meeting summary reliminary assessment and framework  100% 1007  ### IDELIVERABLES  ###	Preliminary Assessment and Zoning Code Update Framework. The existing code will be summarily assessed in comparison to best practices and a framework for the comprehensive update will be developed from the assessment. The assessment will gnow that the type of treatment or intervention required to best align the code with Bay St. Louis 2045. Projected areas of update will include: Formatting and usignation, Consolidation and revision of existing standards, Organization of content suitable for a matrix presentation, Consolidation of related subject areas, Content for graphic illustration, Administrative and review processes, Zoning district to place type alignment (district elimination, consolidation, creation, adjustment). The framework to be developed will function as a guide to the remaining work of the team and will inform creation of the annotated code outline.	90%	95%
otes of proposed amendments where needed.  40% 100  40% 1	Staff and Stakeholder Survey. Based on Task 1.3, an identified group of stakeholders (i.e. planning commissioners, staff, developers, real estate professionals, citizens groups, etc.) will be electronically surveyed for prioritization of code revision components, regulatory concerns, and other process inputs as determined appropriate.	90%	100%
AMESE IDELEVERABLES roject orientation meeting summary reliminary assessment and framework 100% 100 10	Draft Annotated Outline. Based on the framework developed in task 1.3, an outline of the revised code will be created which includes explanatory notes of proposed amendments where needed.	90%	100%
reject orientation meeting summary refeliminary assessment and framework 100% 100 100% 100 100% 1000 100% 1000 100% 1000 100% 1000 100% 1000 100% 1000 100% 1000 100% 1000	Review and Revise Annotated Outline. The draft annotated outline will be reviewed with staff and presented to the Planning and Zoning Commission. Following review, the annotated outline will be appropriately revised according to BSL direction.	90%	100%
releminary assessment and framework intotated outline intotated outline resentation materials for meeting into the process of the process. To the extent appropriate and feasible, the draft code will indicate existing language proposed for retention, language to be added, gragage to be added, dragage to be added, dragage to be added, dragage to be process. To the extent appropriate and feasible, the draft code will indicate existing language proposed changes (if any) in alignment with Bay Louis 2005 place by pers. The map will be electronically served for local review.  Louis 2005 place bypes. The map will be electronically served for local review.  Louis 2005 place bypes. The map will be electronically served for local review.  Louis 2005 place bypes. The map will be electronically served for local review.  Louis 2005 place bypes. The map will be electronically served for local review.  Louis 2005 place bypes. The map will be electronically served for local review.  Louis 2005 place brack will be presented to the Planning and Zoning Commission as determined necessary.  HASE II DELIVERABLES  SI Zoning Code Draft 1 for review and public comment  Louis 2005 place brack will be presented to the Planning and Zoning Code Draft 2. A complete second round of code drafting and scenario testing, the project process.  Louis 2005 place brack will be presented to the Planning and Zoning Code map and Zoning Code Draft 2. A complete second round of code drafting.  Louis 2005 place brack 2005 place bra		100%	100%
Internated outline resentation materials for meeting   100%   100	Preliminary assessment and framework		100%
Chase II: Code Drafting Round 1  ode Drafting, Following agreement of the Phase I outline, code drafting will be initiated. Code drafting will be conducted in incremental stages provided in the process of the process	Annotated outline		100%
sode Drafting. Following agreement of the Phase I outline, code drafting will be initiated. Code drafting will be conducted in incremental stages briesponding to the annotated outline and logical order of section development. Typically, general and administrative components are drafted first, guidatory contents second, and concluding with process and procedural aspects. Comprehensively revising a zoning code is inherently a technical and omplex endeavor. Every effort will be made to illustrate proposed changes as clearly and simply as possible while recognizing the need for efficiency in the process. To the extent appropriate and feasible, the draft code will didicate existing language proposed for retention, language to be added, nguage to be struck.  Treation of Draft Digital Zoning Map. The project team will create a working zoning map showing proposed changes (if any) in alignment with Bay Louis 2045 place types. The map will be electronically served for local review.  Idla Testing Round 1. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and inctionality. Results will be presented to the Planning and Zoning Commission as determined necessary.  Idla Testing Round 2. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and inctionality. Results will be presented to the Planning and Zoning Commission as determined necessary.  In the IDELIVERABLES S. Identify and the project of the IDELIVERABLES S. Identify and IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIV	Presentation materials for meeting	100%	100%
sode Drafting. Following agreement of the Phase I outline, code drafting will be initiated. Code drafting will be conducted in incremental stages briesponding to the annotated outline and logical order of section development. Typically, general and administrative components are drafted first, guidatory contents second, and concluding with process and procedural aspects. Comprehensively revising a zoning code is inherently a technical and omplex endeavor. Every effort will be made to illustrate proposed changes as clearly and simply as possible while recognizing the need for efficiency in the process. To the extent appropriate and feasible, the draft code will didicate existing language proposed for retention, language to be added, nguage to be struck.  Treation of Draft Digital Zoning Map. The project team will create a working zoning map showing proposed changes (if any) in alignment with Bay Louis 2045 place types. The map will be electronically served for local review.  Idla Testing Round 1. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and inctionality. Results will be presented to the Planning and Zoning Commission as determined necessary.  Idla Testing Round 2. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and inctionality. Results will be presented to the Planning and Zoning Commission as determined necessary.  In the IDELIVERABLES S. Identify and the project of the IDELIVERABLES S. Identify and IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIVERABLES S. IDELIV	Phase II: Code Drafting Round 1		
Licuits 2045 place types. The map will be electronically served for local review.  Idel Testing Round 1. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and unctionality. Results will be presented to the Planning and Zoning Commission as determined necessary.  HASE II DELIVERABLES  S. Zoning Code Draft 1  S. Zoning Code Draft 1  S. Zoning Code Draft 1  S. Zoning Code In the Interview and public comment on the Interview and Interview and public comment on the Interview and Comments received in the review and comment process. Revisions to Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project earn will revise the digital zoning map as necessary to align with the second round of code drafting and Zoning Commission and the public. Forkshop Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Ommission and the public. Office Shop Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Ommission and the public office of the Working draft zoning map. The Shop Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Ommission and the public office of the Working draft zoning map. The Shop Presentation of the Final Draft Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Ommission and the public office of the Working Draft Code of the Planning and Zoning Commission.  What Working Code Draft 2 to the Working Trans and Zoning Commission.  What Working Code Draft 2 to the Plannin	Loose Draming. However, agreement or the Phase Loutine, code drating will be climated. Used drating will be consucted in incremental stages corresponding to the annotated outline and logical order of section development. Typically, general and administrative components are drafted first, regulatory content second, and concluding with process and procedural aspects. Comprehensively revising a zoning code is inherently a technical and complex endeavor. Every effort will be made to illustrate proposed changes as clearly and simply as possible while recognizing the need for efficiency in the process. To the extent appropriate and feasible, the draft code will indicate existing language proposed for retention, language to be added, anguage to be modified, and language to be struct.	50%	85%
Inticionality, Results will be presented to the Planning and Zoning Commission as determined necessary.  ##ASE II DELIVERABLES  St. Zoning Code Draft 1    Some Some Some Some Some Some Some Some	Creation of Draft Digital Zoning Map. The project team will create a working zoning map showing proposed changes (if any) in alignment with Bay 5t. Louis 2045 place types. The map will be electronically served for local review.	30%	50%
SI. Zoning Code Draft 1  Som 80% 80% 90% 100% 100% 100% 100% 100% 100% 100	Field Testing Round 1. The draft code will be field tested through the use of a variety of development scenarios to ensure effectiveness and functionality. Results will be presented to the Planning and Zoning Commission as determined necessary.	30%	30%
lectronic Service of BSL Zoning Code Draft 1 for review and public comment  O% O%  30% 50%  30% 50%  7 hase III: Code Drafting Round 2  review and general conting and power of the Planning and Zoning Comments received in the review and comment process.  Revisions to Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project arm will review the digital Zoning map as necessary to align with the second round of code drafting and scenario testing, the project arm will review the digital Zoning map as necessary to align with the second round of code drafting and Zoning Commission and the public. For Stange Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public. For Stange Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public. For Stange Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public. For Stange Presentation of the Binal Draft Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public electronically for comment.  **St. Zoning Code Draft 2  O% O%  **Ow**  **Ow**  O% O%  O%  O%  O%  O%  O%  O%  O%  O%		500/	000/
Vocking draft zoning map  vesteratation materials for meetings  **Passe III: Code Drafting Round 2  vode Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of iteration 1, local review, and moments received in the review and domment process.  **Passe III: Code Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project barn will review the digital zoning map as necessary to align with the second round of code drafting.  **Passe III: Code Draft 2. A complete revised draft of all code elements will be presented to the Planning and Zoning Commission and the public.  **Volume 1. Accomplete revised draft of all code elements will be presented to the Planning and Zoning Commission and subsequent to Planning and Zoning Commission action, offered to the public electronically for comment.  **ASE III DELIVERABLES**  **Si. Zoning Code Draft 2.  **O%**  **O%**  **O%**  **O%**  **O%**  **O%*  **O%**  **O%**  **O%**  **O%**  **O%**  **O%**  **O%**  **O%*  **O%**			
resentation materials for meetings  **Defase III: Code Drafting Round 2  **Dode Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of Iteration 1, local review, and omments received in the review and comment process.   **Dode Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of Iteration 1, local review, and omments received in the review and comment process.   **Dode Drafting - Iteration 1, local review, and comment process.   **Dode Drafting - Iteration 1, local review, and comment process.   **Dode Drafting - Iteration 1, local review, and comment process.   **Dode Drafting - Iteration 1, local review, and comment process.   **Dode Drafting - Iteration 1, local review, and comment process.   **Dode Draft Draft Dode Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project commission and the public.   **Dode Draft Draft Dode Draft 2 and Draft Draft Dode Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public.   **Dode Draft Draft Dode Draft 2 and Draft Dr			
Chase III: Code Drafting Round 2  ode Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of Iteration 1, local review, and omments received in the review and domment process.  oversions to Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project area will review the digital zoning map as necessary to align with the second round of code drafting.  O% O% O% Offices Prosentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public.  O% O			
code Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of Iteration 1, local review, and omments received on the results of Iteration 1, local review, and once more process.  In the process of the proce		0/6	10070
mements received in the review and comment process.  will revise the digital zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project sam will revise the digital zoning map as necessary to align with the second round of code drafting.  0%  0%  0%  0%  0%  0%  0%  0%  0%  0	Code Drafting - Iteration 2. The second iteration of the zoning code draft will be conducted based on the results of Iteration 1, local review, and	09/	00/
ield Testing, Round 2. A complete revised draft of all code elements will be presented to the Planning and Zoning Commission and the public.  John Market Description of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Commission and the public.  John Market Description of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning Ommission and subsequent to Planning and Zoning Commission and the public electronically for comment.  John Market Description of the Planning and Zoning Commission action, offered to the public electronically for comment.  John Market Description of the Working draft zoning map  resentation materials for meetings  John Market Description of the Final Draft Code Based on comments in Phase III, the final draft of the zoning code will be prepared for official consideration.  John Market Description of the Final Draft Code for the Planning and Zoning Commission.  John Market Description of the Final Draft Code for Mayor and Council Consideration.  John Market Description of the Final Draft Code for Mayor and Council Consideration.  John Market Description of the Final Draft Code for Mayor and Council Consideration.  John Market Market Market Market Mayor and Council Consideration.  John Market Market Market Market Mayor and Council Consideration.  John Market Mark	comments received in the review and comment process.	0%	0%
leid Testing, Round 2. A complete revised draft of all code elements will be presented to the Planning and Zoning Commission and the public. Workshop Presentation of the BSL Zoning Code Draft 2. A completed second round draft will be presented to the Planning and Zoning ommission and, subsequent to Planning and Zoning Commission action, offered to the public electronically for comment.  HASE III DELIVERABLES  Si. Zoning Code Draft 2  evisions to the working draft zoning map  evisions to the working draft zoning map  resentation materials for meetings  Plasse IV: Final Draft Code For Adoption  reparation of the Final Draft Code. Based on comments in Phase III, the final draft of the zoning code will be prepared for official onsideration.  Presentation of the Final Draft Code for the Planning and Zoning Commission.  O% O%  O%  O%  O%  O%  O%  O%  O%  O%	Revisions to Draft Digital Zoning Map. In response to feedback received during the first round of code drafting and scenario testing, the project team will revise the digital zoning map as necessary to align with the second round of code drafting.	0%	0%
ommission and, subsequent to Planning and Zoning Commission action, offered to the public electronically for comment.  HASE III DELIVERABLES  St. Zoning Code Draft 2  wisions to the working draft zoning map  evisions to the working draft zoning map  repenatation materials for meetings  hase IV: Final Draft Code For Adoption  reparation of the Final Draft Code. Based on comments in Phase III, the final draft of the zoning code will be prepared for official onsideration.  resentation of the Final Draft Code for the Planning and Zoning Commission.  0%  0%  0%  0%  0%  0%  0%  0%  0%  0	Field Testing, Round 2. A complete revised draft of all code elements will be presented to the Planning and Zoning Commission and the public.	7.77	7,777
evisions to the working draft zoning map  7% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0%	Commission and, subsequent to Planning and Zoning Commission action, offered to the public electronically for comment.  PHASE III DELIVERABLES	0%	0%
resentation materials for meetings  0% 0%  0% 0%  Phase IV: Final Draft Code For Adoption  reparation of the Final Draft Code Based on comments in Phase III, the final draft of the zoning code will be prepared for official onsideration.  0% 0%	BSL Zoning Code Draft 2		
Phase IV: Final Draft Code For Adoption reparation of the Final Draft Code. Based on comments in Phase III, the final draft of the zoning code will be prepared for official onsideration.  7 % 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0	Revisions to the working draft zoning map		
reparation of the Final Draft Code. Based on comments in Phase III, the final draft of the zoning code will be prepared for official onsideration.  0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0	Presentation materials for meetings	0%	0%
onsideration.  O% O%  O%  O%  O%  O%  O%  O%  O%  O%	Phase IV: Final Draft Code For Adoption		
1	Preparation of the Final Draft Code. Based on comments in Phase III, the final draft of the zoning code will be prepared for official consideration.		0.000
HASE IV DELIVERABLES           nal code in digital form         0% 0%           nal ArcGIS zoning map draft         0% 0%           resentation materials for meetings         0% 0%	Presentation of the Final Draft Code for the Planning and Zoning Commission.		
inal ArcGIS zoning map draft resentation materials for meetings 0% 0% 0%	PHASE IV DELIVERABLES		
resentation materials for meetings 0% 0%	Final code in digital form		
	Final ArcGIS zoning map draft		
Total Project 40% 50%	Presentation materials for meetings	0%	0%