

**Certificate of Appropriateness/Conceptual Review Application Form**

Property Address: 211 Caron Lane, BSL, MS, 39520  
 Applicant Name: Colt Lee Owner Name: Patrick Martinez  
 Mailing Address: 2107 Nicholson Ave Suite B, Waveland, MS Mailing Address: 124 Moller Dr, Bay St. Louis, MS  
 Phone: 228-342-8489 Phone: 228-348-0807

**Project Classification:** Criteria for issuance of certificates of appropriateness can be found in Section VIII of the BSL Historical Preservation Ordinance, No. 509. Please check appropriate box(es)

**Conceptual Review:** Discuss with the commission preliminary design ideas for a project. The commission will address the appropriateness of the proposal and provide helpful advice. **Items needed** include, but are not limited to, site plan (plat) indicating where the proposed project is to be built. Photos and/or sketches of the proposed improvements. No architectural drawings are required. A COA will not be issued for a C.R.

**Addition / Renovation:** Exterior alterations and or additions should be compatible with the building itself; its original design & style. **Items needed:** photos of existing improvements. Site plan accurately depicting the placement of current & proposed improvements. Plans & exterior elevations drawn to scale that clearly show the design and architectural character of the proposed addition or alteration as it relates to the existing improvements. List of materials describing the size, textures and other characteristics about their appearance.

**New Construction:** New Construction should be visually compatible with the buildings and environment to which it is related, their effect upon the immediate surroundings and the district as a whole while maintaining the rhythm created by building masses, relationships between windows, doors, materials, textures, the patterns, the trims, and the design of the roof. **Items needed:** Architectural drawings to scale. Site plan, to scale (plat) indicating where the proposed project is to be built. Specific description of materials, types & sizes. Photographs of proposed site. Incomplete application for new construction may be considered under conceptual review.

**Demolition:** Consideration is given to the individual architectural, cultural, and/or historical significance of the resource; the importance or contribution of the resource to the architectural character of the district; and to neighboring property values. **Items needed;** Photographs of existing building. Site Plan to scale. Condition reports; Foundation plan of replacement and/or documentation of justification.

I hereby certify that I understand this application will not be accepted and processed until all requested information has been supplied. I also understand this application may require a site visit/additional research.

Applicant's Signature: Colt Lee Date: 04-17-25

Owner' Signature

Required: \_\_\_\_\_ Date: \_\_\_\_\_

**Please refer to the checklist of materials required with your application**

A Meeting with the Bay St Louis HPC to discuss the specific details of your project is strongly encouraged.

*Historic Preservation Commission / City Council Use Only*

HPC Review / City Council Review

Historic District: _____	Case Number: _____
<input type="checkbox"/> Historic Preservation Commission Reviewed	Review Date: _____
<b>Recommendation:</b> <input type="checkbox"/> Approval <input type="checkbox"/> Approval with Conditions * <input type="checkbox"/> Disapprove	
Comments: _____	
* Requires Property Owner / Applicant Signature	
<input type="checkbox"/> City Council Reviewed	Review Date: _____
COA Action: Approval: <input type="checkbox"/> YES <input type="checkbox"/> NO Date COA Action: _____	Review Date: _____
Comments: _____	
(BSL Historic Preservation Commissioner) _____	(City Council President Signature) _____ (Date) _____

Once Completed & Signed - Original copy - HPC, Copy-Building Department

# BAY SAINT LOUIS

Bay St. Louis



## Historic Preservation Commission

### SUBMITTAL CHECKLIST

Property Owners Information:

Name: Patrick Martinez

Address: 124 Moller Dr, Waveland, MS  
(No P.O. Boxes)

Telephone Number (228) 348-0807 Cell Number ( )

ADDRESS OF PROPERTY IN QUESTION IF DIFFERENT FROM ADDRESS STATED ABOVE: 211 Caron Lane, BSC, MS

Give written scope of work to be performed: New Construction  
of a single family home.

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# HISTORIC PRESERVATION COMMISSION REVIEW

## CITY OF BAY ST. LOUIS, MISSISSIPPI

### MATERIALS TO SUBMIT WITH THE APPLICATION FOR REVIEW

ARCHITECTURAL PLANS or DRAWINGS: A total of seven (7) sets must be submitted to the Zoning Department.

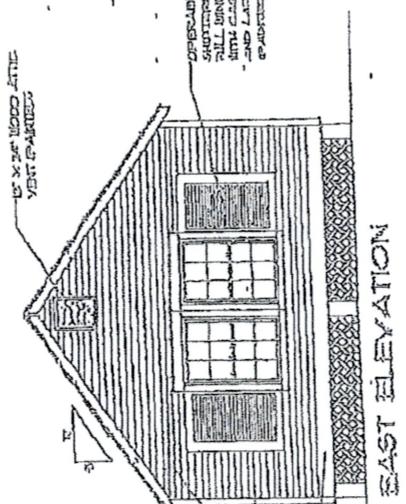
1. Site Plan, Indicating setbacks to the front, rear and side yards.
2. Exterior elevations (street views) of proposed structure(s).
3. Description of exterior trim materials to be used. Can be shown on plans or separate page.
  - a) Siding material: wood, hardi-plank, etc...
  - b) Masonry material: brick, stucco, etc...
  - c) Exterior openings; windows and doors: Indicated size, types and materials.
  - d) Shutters and Awnings: indicated size, types and materials.
  - e) Column size and types
  - f) Roofing materials: wood, metal, slate, etc....
  - g) Landscaping elements to include, but not limited to; fencing, sidewalks, driveways, entrances.
  - h) Misc: Pools, signage, skylights, trellises, etc...

PHOTOGRAPHS: (Renovations only, not new construction)

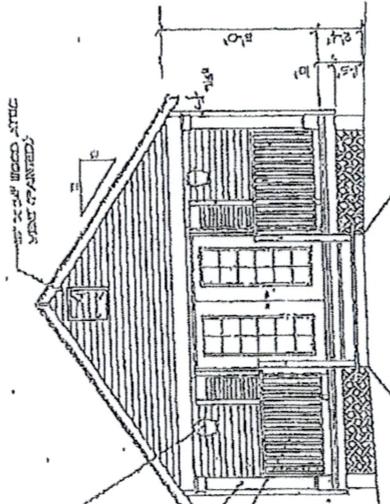
1. 35mm or digital only. Include photos of each side of the building; the site to be altered and close ups of the specific areas to be changed.

We would like to thank you in advance for your help and participation in this preservation program which is dedicated to retaining the charm, beauty and character of our beloved City of Bay St. Louis.

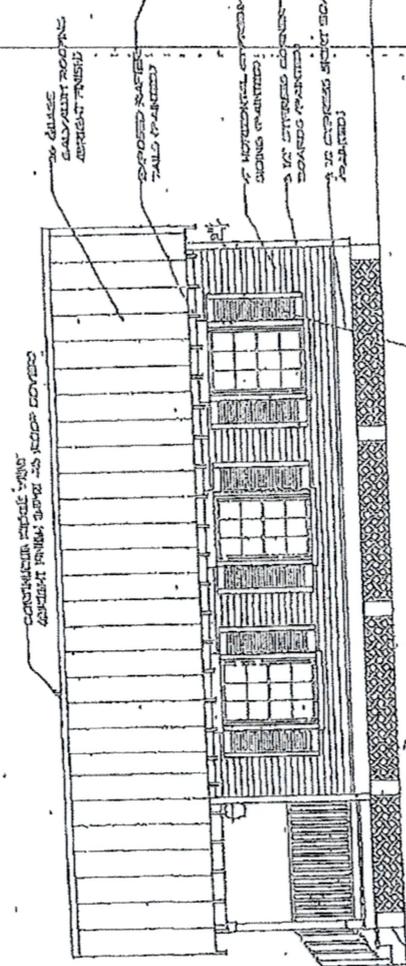
*Bay St. Louis Historic Preservation Commission*  
*March 1, 2008*



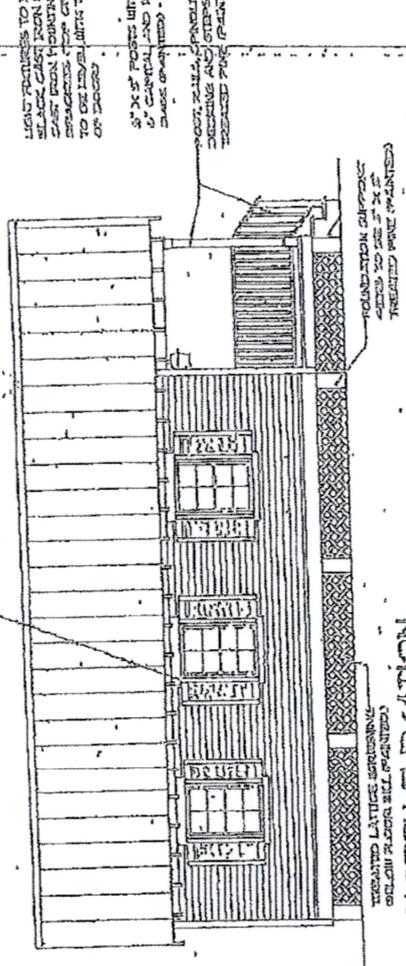
EAST ELEVATION



WEST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION

EXTERIOR ELEVATION DESIGN DETAILS WITH NOTATIONS

12" x 12" WOOD ATTIC  
KING PAINTED

OPERABLE CORNER  
SILL WINDOW OPENING  
WITH CAST IRON HINGED  
AND LATCHES  
PAINTED BLACK

6" DUALS  
GALVANIZED ROOFING  
APPROXIMATE

EXPOSED RAFTERS  
PAINTED

1" HORIZONTAL  
SILLING PAINTED

3" x 6" STUDS  
BOARDS PAINTED

1" x 2" EXPOSED  
SILL BOARD  
PAINTED

NOTE: WINDOW AND DOOR  
SILL TO HAVE 1" x 1" x 1" HEAD PIECE  
WITH 1" x 1" x 1" SIDE AND BOTTOM SILL  
(PAINTED)

12" x 12" WOOD ATTIC  
KING PAINTED

LIGHT FINISH TO BE  
BLACK CAST IRON WITH  
CAST IRON HINGES AND  
LATCHES TO BE  
PAINTED WITH TOP  
OF DOORS

3" x 6" POSTS WITH  
1" x 6" CAPITAL AND 1" x  
6" BASE PAINTED

WOOD SILLING  
SILLING TO BE  
EXPOSED PAINTED

CONCRETE FOUNDATION  
WITH REINFORCING  
BARS

OPERABLE CORNER  
SILL WINDOW OPENING  
WITH CAST IRON HINGES  
AND LATCHES  
PAINTED BLACK

FOUNDATION SUPPORT  
SILL TO BE 1" x 6" x  
TREATED WOOD PAINTED

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THIS DRAWING IS FOR THE EXCLUSIVE USE OF THE CITY OF LOUISIANA HISTORICAL PRESERVATION COMMISSION TO BE USED IN THE RECONSTRUCTION OF THE BUILDING FOR MARCH 1, 2008.