

# Certificate of Appropriateness/Conceptual Review Application Form

Property Address: 113 Ballentine St., BSL, MS  
 Applicant Name: Colt Lee Owner Name: Mimi Heldingsfelder  
 Mailing Address: 2107 Nicholson Ave Mailing Address: 113 Ballentine  
Waveland, MS  
 Phone: 228-642-8489 Phone: 504-975-3670

**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.

Application

☒ **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: 4-4-25

Owner's 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: _____                        |
| 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  |   |
| 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 St. Louis



## Historic Preservation Commission

### SUBMITTAL CHECKLIST

Property Owners Information:

Name: Mimi Heidingsfelder

Address: 113 Ballentine st., BSL, MS  
(No P.O. Boxes)

Telephone Number (                      ) Cell Number (504) 975-3670

ADDRESS OF PROPERTY IN QUESTION IF DIFFERENT FROM ADDRESS STATED ABOVE: n/a

Give written scope of work to be performed: New Build of pavilion  
in Rear yard

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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...

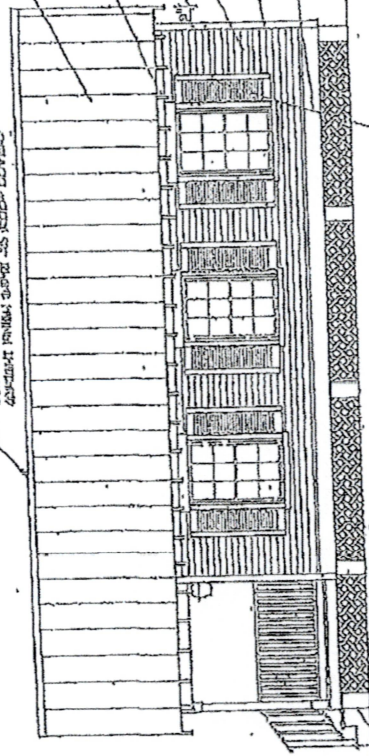
PHOTOGRAPHS: (Renovations only, not new construction)

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*

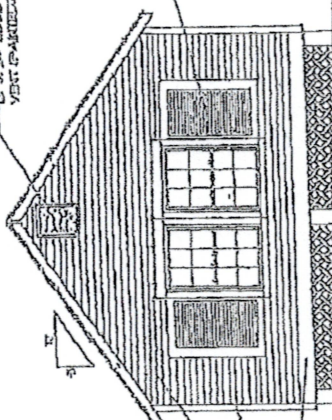
CONSTRUCTION WOODS "WAS"  
ASBESTOS FIBER, SHIP AS SHIP COVERED



SOUTH ELEVATION

CONCRETE EXPOSED  
MAINTENANCE TO COVER  
SILL WINDOW OPENINGS  
WITH CAST IRON BRACKETS  
AND LATCHES  
PAINTED BLACK

NEW GLASS  
CARRYING ROOF  
CURRENT FINISH

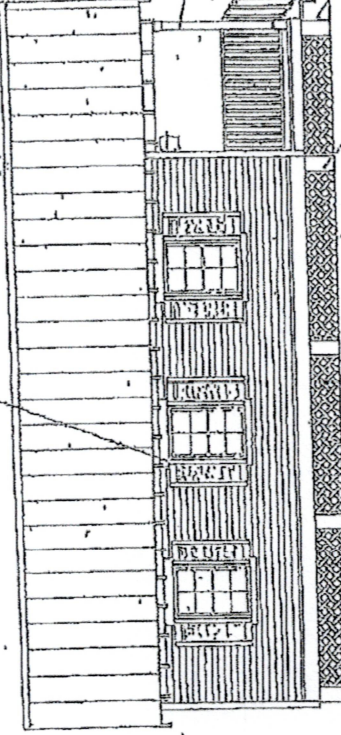


EAST ELEVATION

CONCRETE EXPOSED  
MAINTENANCE TO COVER  
SILL WINDOW OPENINGS  
WITH CAST IRON BRACKETS  
AND LATCHES  
PAINTED BLACK

EXPOSED RAFTER  
TAILS PAINTED  
BLACK  
HORIZONTAL CLADDING  
SILLING PAINTED  
BLACK  
3/4" STAIRS CLADDING  
BOARDS PAINTED  
BLACK  
1/2" STAIRS SILL BOARD  
PAINTED

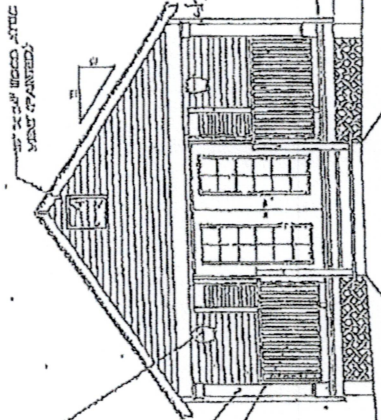
NOTE: WINDOW AND DOOR  
SILLS TO HAVE 1/2" SILL HEAD PILES  
WITH 1/2" SIDE AND BOTTOM SILLS  
(PAINTED)



NORTH ELEVATION

EXPOSED LATHES SURROUNDING  
SILLING PAINTED SILL PAINTED

LEFT BRACKETS TO BE  
BLACK PAINTED FROM WITH  
SILL FROM PAINTING  
BRACKETS FROM OR LIGHT  
TO BE PAINTED WITH TOP  
ON DOORS  
1/2" ST. POSTS WITH  
1/2" CAPITAL AND 1/2"  
BASE PAINTED  
POST SILL, SPINDLES  
DOORING AND STEPS TO BE  
PAINTED PAINT PAINTED



WEST ELEVATION

# EXTERIOR ELEVATION DESIGN DETAILS WITH NOTATIONS

THIS DRAWING IS FOR THE EXCLUSIVE USE OF THE MAY ST. LOUIS HISTORICAL PRESERVATION COMMISSION  
TO AND IN ACCORDANCE WITH THE "TERMS OF REFERENCE" DETERMINED  
MARCH 1, 2003

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