

City of Waveland
Application for a Zoning Change

Section 905. Applying for a Zoning Change

Applying for a Zoning Change: In applying for a zoning change, **the applicant will be required to submit the same information required for a variance (see below) as well as the following:**

1. Names and mailing addresses of all property owners within three hundred (300') feet of the proposed change.
2. A One Hundred and Forty (\$140.00) Dollar fee to defray the cost of advertising and processing.
3. A three (3) foot by three (3) foot sign must be visibly posted near the street or property being considered for a zoning change. The sign must state current classification and classification being requested.

Section 904. Applying for a Variance

Applying for a Variance: To apply for a variance from the terms of the Zoning Ordinance, the applicant must submit the following:

1. **Letter stating what is being requested and what type of development is proposed. (It is recommended that you look at the variance form and regulations when preparing your letter.)**
2. **Two (2) copies of plot plan detailing existing structure, proposed development and encroachment, dimensions of property, location of all streets bordering property, and the names and mailing addressed of all property owners adjacent to side of property affected.**

Typically the Planning and Zoning Commission meets on the last Monday of the month. Please call the Building and Zoning Office for submittal deadlines and the dates of the Meetings. You can also go the City of Waveland website at: <http://waveland.ms.gov/administration/planning-and-zoning/>. **Please remember that the Planning and Zoning Commission is a recommending body. The case will go the Board of Alderman at their next regularly scheduled meeting for final action on the zoning change request.**

Date of Application: _____

Name of Applicant: _____ Phone#: _____

Applicant Signature: _____ Date: _____

Property (Physical Address(s) or Parcel #(s) _____

Current Zoning of Property: _____

Proposed Zoning: _____

If you have any questions regarding submitting your application please contact:

David Draz
Building Office Manager and Zoning Official
(228) 466-2549
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