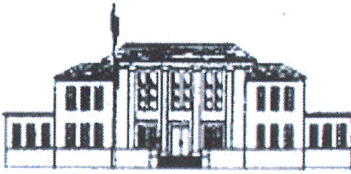


**Application for**  
**Commercial /**  
**Industrial**  
**Site Plan Review**

See pages 14-18 of  
2019 Subdivision Regulations  
of Stone County, MS



**Stone County Planning and Building Department**

---

601-928-2810  
build@stonecountymt.gov  
311-C Court Street; Wiggins, MS 39577

**Application for Commercial / Industrial Site Plan Review**

Address of Site \_\_\_\_\_

Tax Parcel Number \_\_\_\_\_

A brief explanation of the site / what it will be used for \_\_\_\_\_

**Property Owner(s):**

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Phone(s) \_\_\_\_\_

**Applicant:**

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone(s) \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name / Title

Must include a check for **\$500.00** made payable to Stone County Planning and Building Department with your application.

**Stone County**  
**Planning and Building Department**

311-C Court Street; Wiggins, MS  
Phone 601-928-2810 Fax: 601-928-2991  
build@stonecountymms.gov

## **Procedure for Commercial / Industrial Site Plan Approval**

### **Submit the following to the Planning and Building Department:**

- Completed site plan application
  - Application fee (A check for \$500.00 made payable to Stone County Planning and Building Department.)
  - Deed for the proposed site
  - Lease agreement with landowner
  - Site plan as detailed in the 2019 Stone County Subdivision Regulations
- We suggest all site plans be drawn by a licensed engineer or architect.

Digital copy of site plan emailed to build@stonecountymms.gov

1 copy of the site plan on 11" X 17" paper

Our office can print this if the digital file is clear to read on 11x17 paper

- Elevation Certificate must be included, if building in a flood zone

### **The Planning and Building Department will distribute the site plans to the proper agencies for review.**

- If no revisions are required, the site plan will be submitted to the Stone County Board of Supervisors for approval. *(A letter of approval will be sent to the applicant from the Planning and Building Department.)*
- If revisions are required, the applicant will correct the site plan and resubmit the required copies for review. *(A letter of comments and required corrections will be sent from the Planning and Building Department to the applicant.)*

### **Site plans must be approved before a building permit can be issued.**

After the site plan has been approved additional permit fees will be required for construction on the site. *See the Stone County Planning and Building Department's Procedures for Obtaining Permits.*

After a site plan is approved, building permits are required.