



PLANNING & ZONING COMMISSION MEETING OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, December 23, 2025 at 6:00 PM

Agenda

1. **Call to Order**
2. **Opening Prayer and Pledge of Allegiance**
3. **Request for Rezoning**
 - [A\)](#) Roman Mora Conditional Use Public Hearing
4. **Request for Rezoning**
 - [A\)](#) Sign Regulations Dimensional Variance Request for Mitchell Sign Bank of Commerce Calhoun Station Parkway
5. **New Business**
6. **Next Meeting**
7. **Adjourn**

Commissioner Patrick Beasley _____

Commissioner Lauren Bishop _____

Commissioner Andrew Duggar _____

Commissioner Melanie Greer _____

Commissioner Phillips King _____

Commissioner Katrina Myricks _____

Commissioner Kayce Saik _____

City of Gluckstadt

Application for Conditional Use

Subject Property Address: 547 Church Rd.
 Parcel #: 082E-15-001/04.02
 Owner: Danny Bolaños
 Address: 115 Honourg Ln
Madison MS 39110
 Phone #: 601-559-8161
 E-Mail: admin@s-dreality.com
 Applicant: Roman Mora
 Address: 110 Vinca Dr.
Madison MS 39110
 Phone #: 601-715-3794
 E-Mail: roman@moracoffee.com
 Current Zoning District: C-2
 Acreage of Property (If applicable): 3.5 acres
 Use sought of Property: Commercial - Mobile Food Truck

Requirements of Applicant:

1. Letter demonstrating how the proposed use will comply with or otherwise satisfy the requirements for granting a Conditional Use pursuant to Section 804.01 of the Zoning Ordinance.
2. Copy of written legal description.
3. Additional items may be requested depending on the nature and status of the proposed development or property.
4. \$ 250.00 fee required for processing
5. Site Plan as required in Section 807-810

Requirements for Granting Conditional Use: (Section 805.01, Zoning Ordinance)

A Conditional Use shall not be granted unless satisfactory provisions and arrangements have been made concerning all the following:

- (a). Ingress and egress to property and proposed structures
- (b). Off-Street parking and loading areas
- (c). Refuse and service areas
- (d). Utilities, with reference locations, availability, and compatibility.
- (e). Screening and buffering with reference to type, dimensions, and character.
- (f). Required yards and other open spaces.
- (g). General compatibility with adjacent properties and other properties in the district.
- (h). Any other provisions deemed applicable by the Mayor and Board of Aldermen.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor and Board of Alderman meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.



THIS DOCUMENT CONTAINS A TRUE WATERMARK - HOLD UP TO LIGHT TO VIEW
WESTERN UNION FINANCIAL SERVICES INC. - ISSUER - Denver, Colorado
Payable at Wells Fargo Bank Grand Junction - Downtown, N.A., Grand Junction, Colorado

Section 3, Item A)



19-784473805

A 359485 D 110725
T 1538 14
197844738058 L 000472

\$ 250.00

(ISSUING AGENT)

PAY EXACTLY TWO HUNDRED FIFTY DOLLARS AND NO CENTS

PAY TO THE
ORDER OF

City of Guckstad
110 Vine St Madison MS 39110
547 Church Rd.

Conditional Use Permit

Kamon Thom

PURCHASER'S SIGNATURE
PURCHASER BY SIGNING THIS AGREES TO THE TERMS ON THE REVERSE SIDE
MOBILE DEPOSIT PROHIBITED

⑆102100400⑆ 40197844738058⑈



343 Distribution Drive
Gluckstadt MS 39110

Receipt Number: R00010627
Cashier Name: BRIDGE

Section 3, Item A)

Terminal Number: 24
Receipt Date: 11/10/2025 8:55:11 AM

MORA, ROMAN
110 VINCA DR
MADISON, MS 39110

Trans Code: 400.00 - Permit Payments	Account: 2025184 MORA, ROMAN	\$250.00
2025184 250.00CR		
	Total Balance Due:	\$250.00
Payment Method: Money Ord Payor: MORA, ROMAN	Reference: 19-784473805 Amount: \$250.00	
	Total Payment Received:	\$250.00
	Change:	\$0.00

SERVICING AREA AGREEMENT (APPENDIX III)

Section 3, Item A)

TYPE or PRINT IN INK. Enter N/A where requested information does not apply. Leave NO BLANK SPACES.

MOBILE FOOD ESTABLISHMENT NAME: Magnolia Commons / Magnolia Pickleball (Ste. G.)

OWNER(S) NAME: Danny Bolaños PHONE NO: 601-559-8161

TO BE COMPLETED BY SERVICING AREA OWNER/OPERATOR

The below listed facility will be providing the following services to the above mentioned business owner/operator on a ☒ DAILY BASIS ☐ WEEKLY BASIS ☐ OTHER, EXPLAIN: _____

- ☒ Approved Potable Water Source
- ☒ Waste Water Disposal
- ☒ Cleaning Area for MFE
- ☒ Overnight Storage of MFE
- ☐ Overnight Refrigeration

- ☐ Food Preparation Area
- ☐ Food Storage Area
- ☐ Utensil Washing Area
- ☐ Equipment and Utensil Storage Area
- ☐ Prepackaged Foods for Retail Sale

SERVICING AREA NAME: Magnolia Commons

OWNER/MANAGER: Danny Bolaños

ADDRESS: 547 Church Rd. CITY/STATE Gluckstadt/MS ZIP: 39110

PHONE NUMBER: 601-559-8161 FAX NUMBER: N/A

EMAIL ADDRESS: admin@s-drealty.com

FOOD ESTABLISHMENT PERMIT ISSUED BY: _____ PERMIT #: _____
(ATTACH COPY OF PERMIT/LICENSE ISSUED BY REGULATORY AGENCY)

[Not yet issued]

Is the servicing area connected to a centralized (city) sewer authority? Yes ☒ No ☐

I give permission to the above listed Mobile Food Establishment Operator to use my establishment located at the above address.

SIGNATURE: [Signature] DATE: 9/5/25

TITLE: Owner

REQUEST FOR DIMENSIONAL VARIANCE APPLICATION

Subject Property Address: 264 Calhoun Station Parkway
 Owner: Parker Sullivan Applicant: Mitchell Signs, Inc.
 Address: _____ Address: 3200 Hwy 45 North
Meridian, MS 39301
 Phone No. (601) 397-2323 Phone No. (601) 482-7471
 Current Zoning District: _____

Requirements of Applicant:

1. Letter stating reason for requested dimensional variance.
2. Copy of the written legal description.
3. Site plan, building elevations and floor plan drawings on 8.5" x 11".
4. Four complete sets of working plans.
5. Proposed signage to include color and size.
6. \$250.00 fee required for processing.

Requirements for Granting Variances: (Section 3004.01 - Zoning Ordinance)

- (a). Applicant shall demonstrate that special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district.
- (b). Applicant shall demonstrate that literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under terms of this Ordinance.
- (c). Applicant shall demonstrate that granting the variance will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures or buildings in the same district.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor/Board of Aldermen meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for a dimensional variance.

Applicant Signature

Date

Property Owner Signature

Date

Shea Goff
Mitchell Signs, Inc.
3200 Highway 45 North
Meridian, MS 39301

(601) 482-7471
shea.goff@mitchellcompanies.com

December 1, 2025

Mayor, Board of Aldermen and Planning & Zoning
City of Gluckstadt
P.O. Box 2210
Gluckstadt, MS 39130

Dear All,

I am writing to you in the hopes you will consider a slight variance in the allowed square footage for a sign we have already created for Bank of Commerce at 264 Calhoun Station Parkway.

We initially measured this incorrectly by assuming that both windows were included in the property. We used the incorrect measurements (28 sq. ft.) to permit for signage and create the art that led to the manufacturing of the signage (41.24 sq.ft.).

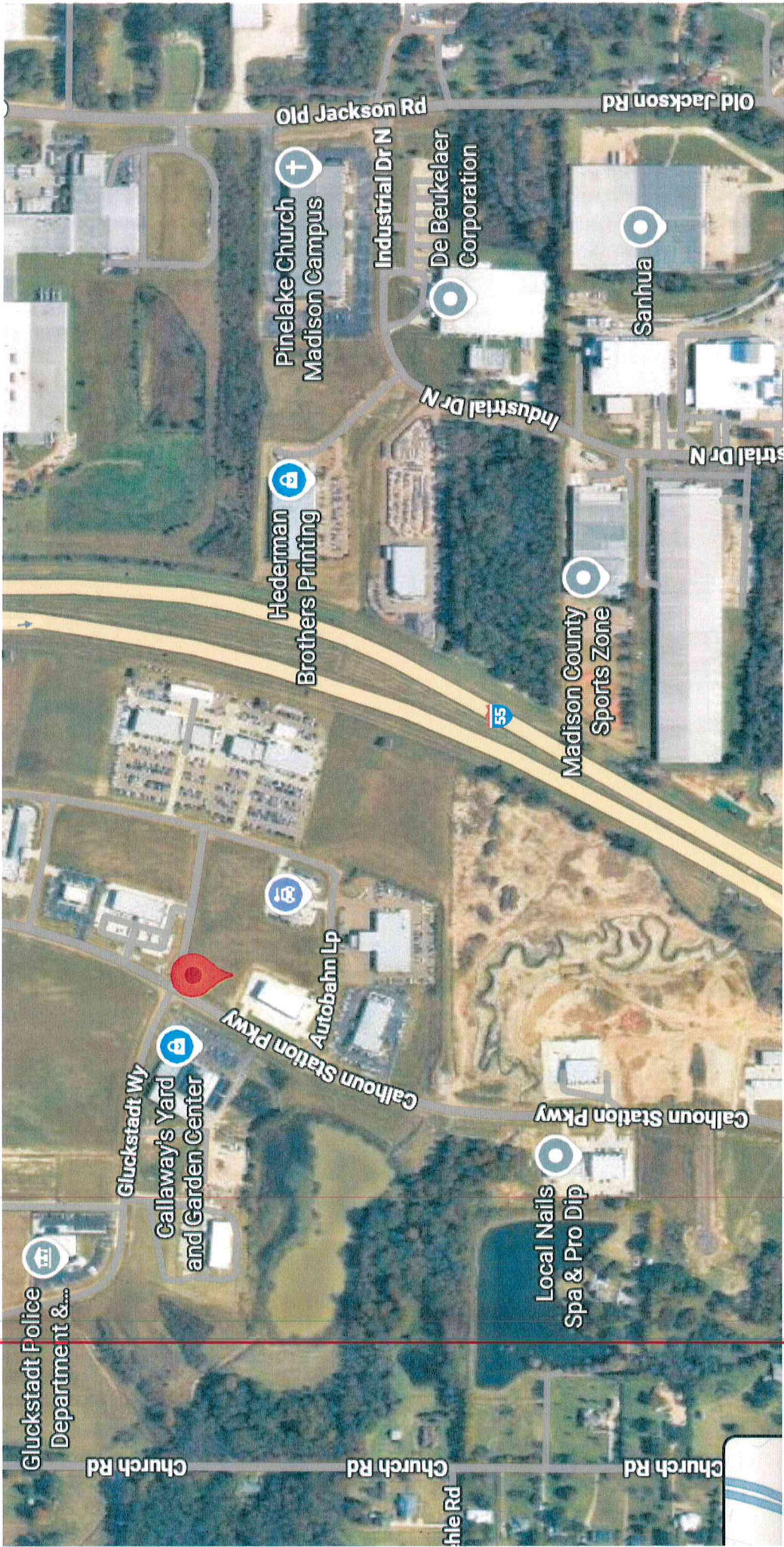
Last week we came to install and found where we were wrong. The space only measures 20' giving us a 30' sign allowance. Instead of now scrapping the signage and creating new signage, we would like to ask if it will be permissible to redesign what we put up.

The attached art shows the signage without the B logo. We will give that logo to the Bank of Commerce to possibly put on the interior or at another location.

The new art is 30.19 square feet and can be centered above the one window and door. We would be so grateful if you would consider this as a possibility.

Thank you for your time and consideration.

Sincerely,
Shea Goff

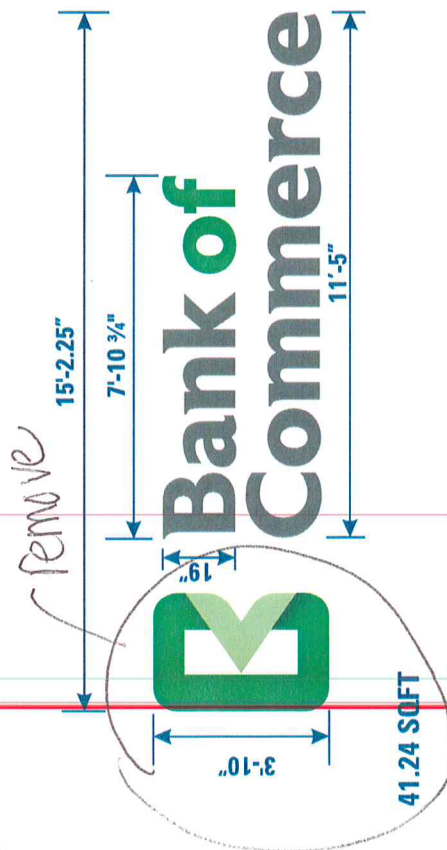


1st set of channel letters.

SCALE
1/4" = 1'-0"

264 CALHOUN STATION PKWY_GLUCKSTADT, MS

REVERSE ILLUMINATED CH. LETTERS / LOGO



NIGHT VIEW

Bank of
Commerce

QTY. 1

REVERSE ILLUMINATED CHANNEL LOGO / LETTERS

-3" DEEP

-REVERSE ILLUMINATED WITH WHITE LEDS.

*ADDITIONAL MANUFACTURING INFO ON FOLLOWING PAGE.

CUSTOMER TO PROVIDE FINAL ELECTRICAL CONNECTION.

PMS 2270 C PMS 2267 C PMS 7540 BLACK



SUPERIMPOSED PHOTO IS APPROXIMATE. (N.T.S.)



OPAQUE DIGITAL PRINT WITH
THE "SHADOWS"

CUSTOMER: BANK OF COMMERCE ADDRESS: 264 Calhoun Station Pkwy 4318-1/ASJ_BANK_OF_COMMERCE_(gluckstadt_rev_ch_letters).cdr	JOB NAME: REVERSE ILLUM. CH. LETTERS	DATE: 10/02/25
	CITY/STATE: Gluckstadt, MS 39110	REV:
	SALES: BETSY LUKE	REL: 10/10/25
	W.O. #: 33410.01	
NOVALS:		

MITCHELL SIGNS

3208 HWY. 46 SUITE 100 WESTON, MS 39391
PHONE: 601-462-7471 FAX: 601-462-7474 1-800-467-5191
<http://www.mitchellsigns.com>

This is an original unapproved drawing, created by Mitchell Signs Co. It is submitted for your personal use in connection with the project being developed for you by Mitchell Signs Co. It is not to be shown to anyone outside of your organization, nor is it to be used, reproduced, copied, published, altered, or distributed in any manner whatsoever without written permission from Mitchell Signs Co. Any right of purchase, All or any part of this design (including trademark) remains the property of Mitchell Signs Co. If not returned within 30 days, we reserve the right to charge for the creative time involved in its development. © 2014 BY MITCHELL SIGNS

2nd set of channel letters.

SCALE
1/4"=1'-0"

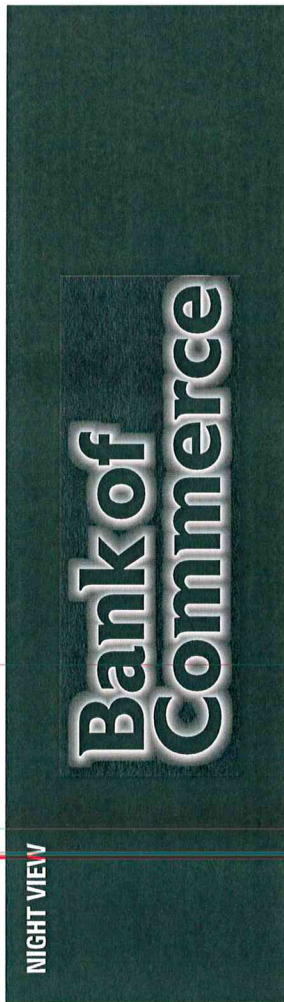
264 CALHOUN STATION PKWY _ GLUCKSTADT, MS

REVERSE ILLUMINATED CH. LETTERS / LOGO



31.72 SQFT

NIGHT VIEW



QTY. 1

REVERSE ILLUMINATED CHANNEL LETTERS

-3" DEEP

-REVERSE ILLUMINATED WITH WHITE LEDS.

*ADDITIONAL MANUFACTURING INFO ON FOLLOWING PAGE.

CUSTOMER TO PROVIDE FINAL ELECTRICAL CONNECTION.



SUPERIMPOSED PHOTO IS APPROXIMATE. (N.T.S.)

CUSTOMER: BANK OF COMMERCE		JOB NAME: REVERSE ILLUM. CH. LETTERS		DATE: 10/02/25
ADDRESS: 264 Calhoun Station Pkwy		CITY/STATE: Gluckstadt, MS 39110		REV:
SALES: 4318-TASJ_BANK_OF_COMMERCE_(gluckstadt_rev_ch_letters).cdr		SALES: BETSY LUKE		REL: 10/10/25
W.O. #: 33410.01				

11

10VALS:

MITCHELL SIGNS

2208 HWY. 45 NORTH | WETUMBE, MS 39291

PHONE: 601-482-7471 | FAX: 601-482-7474 | 1-800-461-2471

<http://www.mitchellsigns.com>

This is an original unpublished drawing, created by Mitchell Signs Co. It is submitted for your personal use in connection with the project being developed for you by Mitchell Signs Co. It is not to be shown to anyone outside of your organization, nor is it to be used, reproduced, copied, exhibited, altered, or distributed in any manner whatsoever without written permission from Mitchell Signs Co. or by right of purchase. All or any part of this design (excepting registered trademarks) remains the property of Mitchell Signs Co. If not returned within 30 days, we reserve the right to charge for the creative time involved in its development. © 2014 BY MITCHELL SIGNS

APPLICATION FOR SIGN PERMIT, CITY OF GLUCKSTADT
A SKETCH OF PROPOSED SIGN(S) INCLUDING DIMENSION, LETTERING AND COLOR(S)
MUST ACCOMPANY APPLICATION FOR ISSUANCE OF PERMIT

NAME OF BUSINESS: BANK OF COMMERCE DATE: 11/25/25

STREET ADDRESS OF SIGN: 264 Calhoun Station Parkway.

IF WALL SIGN #1:	FRONT FOOTAGE OF BUILDING:	SIGN PERMIT NO.
SQ. FOOTAGE OF SIGN: <u>31.72</u>	<u>20'</u>	
ELEVATION: <u>22.3</u> (NORTH/SOUTH/EAST/WEST)	(width of exterior wall of owned/leased space where business sign is to be placed)	

IF WALL SIGN #2:	FRONT FOOTAGE OF BUILDING:	SIGN PERMIT NO.
SQ. FOOTAGE OF SIGN:		
ELEVATION: (NORTH/SOUTH/EAST/WEST)	(width of exterior wall of owned/leased space where business sign is to be placed)	

IF WALL SIGN #3:	FRONT FOOTAGE OF BUILDING:	SIGN PERMIT NO.
SQ. FOOTAGE OF SIGN:		
ELEVATION: (NORTH/SOUTH/EAST/WEST)	(width of exterior wall of owned/leased space where business sign is to be placed)	

IF GROUND SIGN #1:	HEIGHT:	SIGN PERMIT NO.
SQ. FOOTAGE OF SIGN ON ONE SIDE:	SET BACK:	

IF GROUND SIGN #2:	HEIGHT:	SIGN PERMIT NO.
SQ. FOOTAGE OF SIGN ON ONE SIDE:	SET BACK:	

ALL GROUND SIGNS REQUIRE LANDSCAPING AND SITE PLANS, AS REQUIRED BY THE CITY ORDINANCE.

IF TEMPORARY SIGN #1:	45 DAY TEMPORARY 7 DAY TEMPORARY	SIGN PERMIT NO.
LOCATION OF SIGN:		
PERMIT BEGINS (DATE):	28 DAY TEMPORARY	
PERMIT EXPIRES (DATE):	54 HR GARAGE SALE	

IF TEMPORARY SIGN #2:	<input type="checkbox"/> 45 DAY TEMPORARY <input type="checkbox"/> 7 DAY TEMPORARY <input type="checkbox"/> 30 DAY TEMPORARY <input type="checkbox"/> 54 HR GARAGE SALE	SIGN PERMIT NO.
LOCATION OF SIGN:		
PERMIT BEGINS (DATE):		
PERMIT EXPIRES (DATE):		

OWNER'S NAME/ADDRESS:	CONTRACTOR'S NAME/ADDRESS:
<u>Bank of Commerce</u>	<u>Mitchell Signs, Inc.</u>
<u>662-459-0123</u>	<u>601-482-7471</u>
TELEPHONE NO.	TELEPHONE NO.
<u>zach.luke@bankcom.com</u>	<u>shea.goff@mitchellcompanies.com</u>
EMAIL ADDRESS	EMAIL ADDRESS

I HEREBY CERTIFY THAT I AM THE OWNER, OR THE OWNER'S AGENT FOR THE PURPOSE OF APPLYING FOR THIS/THESE PERMIT(S) AND THE INFORMATION SET FORTH ABOVE IS TRUE AND CORRECT AND THE SAME MAY BE UTILIZED FO RALL PURPOSES, INCLUDING TAX ASSESSMENT AND LEVY.

Shea Goff

SIGNATURE (OWNER/CONTRACTOR/AGENT)

(-----)
(-----)

ELECTRICIAN'S SIGNATURE

STAFF DETERMINATION:

{STAMP}