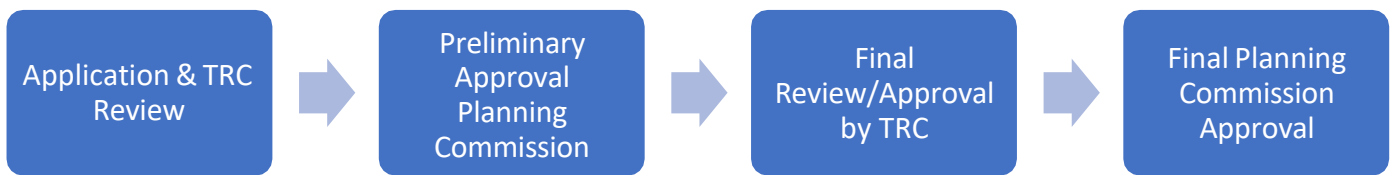


Special Use Commercial Developments (Multi-Family) Section 36-113 - Section 36-115



TRC Application Requirements-

- _____ 1. Application
- _____ 2. Letter of Intent
- _____ 3. Deed/Proof of Ownership
- _____ 4. Deigned Site Plan and Proposed Infrastructure Designs
- _____ 5. Other Agency Approvals (if have at time of submission)

Design Requirements for Multifamily-

- Must have minimum of 125-foot road frontage on an existing publicly maintained road
- Maximum number of units (example 2 units is a duplex) will be eight (8) per acre
- Streets, drive aisles, or access servitudes exceeding 500 feet in length must end in cul-de-sac or T-turn around designed as per Chapter 42
- Within the development all access servitudes for drive aisles must be minimum of 24 feet wide. The drive aisle must be constructed with hard surface materials with a minimum of 16 foot wide. NO parking spaces are allowed within the 24' servitude.
- Security lighting must be provided on every other utility pole or at equivalent spacing.
- Adequate commercial dumpsters for solid waste disposal shall be provided on the plat and located no closer than 50' of public servitude.
- A six (6) foot privacy fence to separate incompatible land uses
- 25' perimeter buffer of undisturbed greenspace
- 20% of the total development acreage must be green space or recreational area. This 20% must follow these standards:
 - Buffer may only be disturbed or modified for access, drainage or infrastructure with approval by Parish Engineer or Drainage Administrator
 - No fill to be placed in buffer area
 - Selective removal of trees will be allowed in the 25' buffer. Pre-approval by Planning Director prior to removal.
- Drainage requirements per drainage district
- Flood Zone A, AE, X, and X-500 design standards shall apply per Section 36-113
- Stormwater management areas shall apply per Section 36-113

Site Plan/Preliminary Plat Requirements-

- _____ 1. Name & Address of Owner/Developer
- _____ 2. Name & Address Engineer
- _____ 3. Name & Address of Surveyor
- _____ 4. Total Number of Acres
- _____ 5. Number, letter, or combination of such to identify each lot/site
- _____ 6. Layout of proposed sanitary sewer system showing:
 - _____ a. Community Sewer: location of sewers & pump stations, disposal, or treatment facilities and tentative size & type
 - _____ b. Individual sewerage systems: location of the discharge line, discharging into an approved public servitude.
- _____ 7. Community Water:
 - _____ a. Layout of proposed location of mains, wells, treatment facility, tanks and tentative size & type.
- _____ 8. Vicinity Map
 - _____ a. Highways, railroads, major creeks/rivers, nearest incorporated areas.
 - _____ b. USGS Quad Map at scale of 1"-2000' within 3-mile radius minimum
- _____ 9. Lot Dimensions and Total Square Footage
- _____ 10. Legal Description
- _____ 11. Name and Address for adjacent property owners as per Parish Assessment Records
- _____ 12. Proposed location, names, widths of street rights-of-way, easements and servitudes
- _____ 13. North arrow, scale, & date
- _____ 14. Subdivisions greater than 20 acres shall dedicated 20% for stormwater management
- _____ 15. Property Assessment number(s) as per Parish Assessment Records
- _____ 16. Flood Zones, as per Firm with Community, Panel and Date
- _____ 17. Location of dumpsters
- _____ 18. Signature Block

TRC Approval forward for Preliminary Approval by Planning Commission



Planning Commission Public Hearing-

- _____ 1. Site sign requirements (14 days prior to PC public hearing)
- _____ 2. Public notice letters in accordance with Sec 36-172

TRC Final Review and Approval



Site Plan/Final Plat Requirements-(including preliminary requirements)

- _____ 1. Existing topographic survey of the property.
 - _____ a. Topo spot elevations on a max grid of 100 feet by 100 feet with minimum of 9pts per acre.
 - _____ b. Surveyor stamp, license number, name & address
 - _____ c. Legal Description, Section/Township/Range, Boundaries of property, Boundaries of Incorporated areas or other districts
 - _____ d. Waterways, drainageways, ditches, and any other surface water & drainage features
 - _____ e. Physical features including structures, slabs, utilities, boundaries of wooded areas
 - _____ f. Names and addresses of adjacent property owners
 - _____ g. Location and description of all rights of ways, easements, and servitudes
 - _____ h. North arrow, graphic scale, and date of survey
 - _____ i. Property assessment numbers
 - _____ k. Flood Zones and boundaries as per FIRM, Panel, and Date
 - _____ l. Dumpster locations
- _____ 2. Signature lines on final site plan/plat: Parish President, Planning Chair, Parish Engineer, Planning Director, Building Official, Public Works Director, Developer, Water District, Sewer District, Drainage District

Other Agency Approvals:

- _____ 1. Drainage Approval
 - _____ Over 2 acres Drainage District Approval
 - _____ Less than 2 acres Parish Engineer Approval (during TRC)
- _____ 2. Wetland Jurisdictional Determination (JD) letter or Wetlands Permit and Endangered Species Determination
- _____ 3. LDH-Health Letter
- _____ 4. DEQ SWPPP NOI
- _____ 5. DOTD Approval if on State Hwy or within DOTD distance requirements
- _____ 6. Traffic Impact Study per Parish Engineer
- _____ 7. 911 Office address approval letter
- _____ 8. Fire District Administrator Approval Letter
- _____ 9. Sewer District Approval Letter

TRC Approval forward for Final Approval by Planning Commission



Planning Commission Approval

Construction of Infrastructure can begin

As Builts provided/inspected/approved

Final Plat signed and building permits can be issued

**SPECIAL USE RESIDENTIAL COMMERCIAL
DEVELOPMENT APPLICATION
(RV Parks, Campgrounds, MH Parks, Multi-Family, RICP)**



NAME OF DEVELOPMENT/BUSINESS:

Date: _____

Check type of development applying for below:

- RV Park/Campground MH Park Multi-Family Residential Intermediate Care/Placement
(Apartment Complex, (RICP)
Duplex Complex, Condo's)

.....
Please type or print all information below: An incomplete application will not be accepted:

OWNER(s)

APPLICANT (if different from Owner)

Name: _____
Address: _____
City: _____ ST _____ ZIP _____
Phone: C _____ Wk _____
Email: _____

Name: _____
Address: _____
City: _____ ST _____ ZIP _____
Phone: C _____ Wk _____
Email: _____

.....
PROPERTY INFORMATION

Location (Hwy/Rd) _____
City: _____ ST _____ Zip _____
Assessment: # _____ Acreage (total) _____ Lots: _____
Section (s) _____; Township: _____; Range: _____

.....
SURVEYOR or ENGINEER INFORMATION

Company Name: _____
Engineer: _____ Surveyor: _____
Phone: Wk: _____ Cell: _____ Fax: _____
Email: _____

*I am requesting approval to development the above referenced parcel of property into a **development** as represented on the attached survey plat. I attest that all required minimum standards are met and information I have provided to be true and accurate. I certify that I am the legal owner of this property or have been designated by the owner, as per accompanying affidavit or contract, to make this request on owner's behalf.*

Signature

Date

Print name here if different than Owner: _____

.....
OFFICE USE ONLY:

ACCEPTED BY: _____ **DATE:** _____

DATE 1st REVIEWED BY TRC: _____

APPROVED BY: ___ TRC ___ PC **APPROVAL DATE:** _____

COMMENTS: _____ **FEE: N/C**