

PUBLIC SUBDIVISION APPLICATION FORM
LAFOURCHE PARISH PLANNING DEPARTMENT
P.O. Box 425, Mathews, Louisiana 70375
4876 Hwy. 1, Raceland, Louisiana 70394
985-537-7608/1-800-794-3160 Fax 985-493-6611

Section 1:

1. Subdivision Name: _____
 2. Classification: _____ Public Subdivision (6 lots or more) – No Improvements
 _____ Public Subdivision (6 lots or more) – Engineered Developments / Improvements
 _____ Redivision of Existing Lots (6 lots or more) _____ Lot Extensions _____ Other
 3. Approval Requested: _____ Sketch Plat _____ Preliminary Plat _____ Final Plat
 4. No. of Lots: _____ Total Acreage: _____
 5. Owner(s) Name & Address: _____
 Phone No. _____ Email Address: _____
 6. Agent's Name & Address: _____
 Phone No. _____ Email Address: _____
 7. Engineer/Surveyor Name & Address: _____
 Phone No. _____ Email Address: _____
 8. Property Location:
 _____ side of _____ approximately _____ ft. _____ of _____
 (N,S,E,W) (Street, Hwy.) (Distance) (N,S,E,W) (Street/Landmark)
 9. Variance regarding current Subdivision Regulations being requested? _____
 If so, please explain: _____
 10. List all property owner(s) within 100 feet of division/development and attach.
 11. Application Checklist: Sketch/Final Plat– Public Subdivision or Redivisions (6 lots or more - no improvements)
 - ____ 1. Application fee (see fee schedule). Payable to: Lafourche Parish Government.
 - ____ 2. Signed, notarized affidavit of ownership (all owners).
 - ____ 3. Eleven (11) copies of plat with the following required information:
 - a) Dimensions of all proposed lots.
 - b) Flood Zone(s) Designation.
 - c) Natural ground elevation of parcels (at or near center lot elevation on all proposed lots and/or tracts).
 - d) Location of existing or proposed easements or servitudes.
 - e) Vicinity Map.
 - f) Fire hydrant(s) location and distances on plats.
 - g) Street light location(s) and distances shown on plats.
 - h) Individual lot surface directional drainage and destination.
 - i) Minimum 12 ft. utility servitude along property frontage.
 - j) Existing structure locations on plats.
 - k) Minimum yard setbacks (20' front, 10' side, 10' rear).
 - l) Formal dedication of streets rights of ways, easements, and/or servitudes, Lafourche Parish on final plats.
 - m) Signature Block: (Approved by the Lafourche Parish Planning Commission).
 - n) Owner(s) signature block.
 - ____ 4. Agencies/utility companies conformation availability of services:
 _____ Gas Co. _____ Electric Co. _____ Cable Co. _____ 911 Addressing
 _____ Water Dist. _____ Telephone Co. _____ Approval Louisiana Department of Health
- Sketch Plat/App Received: _____ Final Plat Received: _____ Approved: _____

Section 2: Information required on all developments with engineering improvements (roads, drainage, utilities, etc).

Application Checklist: Preliminary Plat Submittal

- ____ 1. Preliminary Plat Fee (Refer to subdivision fee schedule). Payable to: Lafourche Parish Government.
- ____ 2. Eleven (11) copies of the Preliminary Plat with required information (Section 1: Item 11, Item 3, a-n of this form).
- ____ 3. Review (if applicable) Preliminary Plat adjoining parishes, schools and special districts.
- ____ 4. One (1) set of construction drawings of proposed improvements.
- ____ 5. MS4 Stormwater Plan on developments 5 acres or more.
- ____ 6. Agencies/utility companies conformation availability of services:
____ Gas Co. ____ Electric Co. ____ Cable Co. ____ 911 Addressing
____ Water Dist. ____ Telephone Co. ____ Approval Louisiana Department of Health

Section 3: Information required on all developments with engineering improvements (roads, drainage, utilities, etc).

Application Checklist: Final Plat Submittal

- ____ 1. Final Plat Fee (Refer to subdivision fee schedule). Payable to: Lafourche Parish Government.
- ____ 2. Eleven (11) copies of the final plat with required information (Section 1, Item 11, Item 3, a-n of this form).
- ____ 3. Inspection Fees: (Refer to subdivision fee schedule). Payable to: Lafourche Parish Government.
- ____ 4. Street Lighting Inspection (Refer to subdivision fee schedule).
- ____ 5. One copy, Engineer certified "As Builts" regarding construction of public improvements.
- ____ 6. Written request for Public Works Inspection _____
- ____ 7. Formal dedication of streets, rights of ways, easements, and/or servitudes to Lafourche Parish on the final plats.
- ____ 8. Two (2) year Maintenance Bond or Three (3) year Letter of Credit posted in the amount of ten percent (10%) of total cost of construction. \$ _____
- ____ 9. Written report/conformation from Utility Companies approval of construction and installation of services:
____ Water District (water line, fire hydrant) Date: _____
____ Electric Co. (lighting requirements) Date: _____
____ Other Date: _____
- ____ 10. Engineer certification of installation of community sewer system built according to plans submitted and approved by the parish and Louisiana Department of Health. Date: _____
- ____ 11. Engineer certification, all improvements have been constructed in accordance with approved plans and meet the current parish subdivision regulation requirements.
- ____ 12. Lab Testing Reports (Construction of Streets).
- ____ 13. Subdivision Maintenance Agreement Form.
- ____ 14. Copies of stamped, signed and recorded plats from Clerk of Court's Office once completed.

Preliminary Application Received: _____

Approved: _____

Final Plat Received: _____

Approved: _____

Filed and Recorded: _____

Entry No. _____

The following will serve as an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the Office of the Lafourche Parish Clerk of Court. This affidavit shall indicate the legal owner of the property, the contract owner of the property, and the date the contract sale was executed. IN THE EVENT OF CORPORATE OWNERSHIP: A list of all directors, officers, and stockholders of each corporation owning more than five percent (5%) of any class of stock must be attached.

AFFIDAVIT OF OWNERSHIP

STATE OF LOUISIANA
PARISH OF LAFOURCHE

BEFORE ME, the undersigned authority, Notary Public, personally came and appeared

_____, who after being duly sworn did depose and
(Name of Owner(s))

declare, under oath, that he/she/they acquired ownership (use percentages of ownership of applicant(s).)
of land subdivided by virtue of the following act(s) of sale:

Dated and recorded _____, in COB _____, page _____,
under entry number _____ in the office of the Clerk of Court for the Parish of Lafourche.

I, _____, hereby depose and say that after reading of the whole,
all of the above statements and the statements contained in the papers submitted herewith are true

(Owner's Signatures)

Mailing Address

Subscribed and Sworn to before me this _____ day of _____,
20 _____.

NOTARY PUBLIC