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

Section 1:

1. Subdivision Name: _____

2. Classification: _____Public Subdivision (6 lots or more) – No Improvements
   _____Public Subdivision (6 lots or more) Engineered Developments with 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 Land Development, Subdivision Regulations being requested? _____
   If so, please explain: _____

10. List all property owners and address within one hundred (100') feet of division/development and attach.

11. Application Checklist: (Sketch/Final Plat– Public Subdivision or Redivisions (6 lots or more - no improvements**)**
    ***(Sketch Plat– Public Subdivision or Redivisions (6 lots or more - engineered improvements**)**

___1. Application fee (see fee schedule). Check or money order made payable to: Lafourche Parish Government.
___2. Signed, notarized affidavit of ownership (all owners).
___3. Eleven (11) copies of plat with the following 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 location(s) and distances on plat.
   g) Street light location(s) and distances on plat
   h) Individual lot/tract surface directional drainage and destination.
   i) Minimum 12 ft. utility servitude along frontage and/or roadway.
   j) Existing structure locations on plat.
   k) Minimum yard setbacks (20' front, 10' side, 10' rear).
   l) Formal dedication of streets, rights of ways, easements, and/or servitudes to Lafourche Parish on final plats.
   m) Signature Block: **(**Approved by the Lafourche Parish Planning Commission)
   n) Owner(s) signature block
___4. Agencies/utility companies confirmation availability of services:
   ___ Water District ___ Gas Co. ___ Electric Co. ___ Telecommunications. ____911 Addressing
   ___ Written approval Louisiana Department of Health(***Not required at Sketch)

Date Sketch Application Received:_____Date Final Plat Received:_____ Date Approved:_____

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

Application Checklist: Preliminary Plat Submittal

___1. Application Fee (see fee schedule). Check or money order made 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) of Preliminary Plat adjoining parishes, schools and special districts.
___4. One (1) hard copy of construction drawings of proposed development and improvements.
___5. MS4 Stormwater Plan on developments 5 acres and more.
___6. Agencies/utility companies confirmation availability of services:
___ Water District ___ Gas Co. ___ Electric Co. ___ Telecommunications. ____911 Addressing
___ Written approval Louisiana Department of Health

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

Application Checklist: Final Plat Submittal

___1. Final Plat Fee (see fee schedule). Check or money order made 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: (see fee schedule). Check or money order made payable to: Lafourche Parish Government.
___4. Street Lighting Inspection (see fee schedule).
___5. One (1) hard copy Engineer Certified "As-Builts" regard 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 final plats.
___8. Two (2) year Maintenance Bond or Three (3) year Letter of Credit in the amount of ten (10%) percent of total cost of construction. Amount: $_____
___9. Written report/confirmation from utility companies approving construction and installation of services:
___Water District (water line, fire hydrant) Date: _____
___Electric Co. (lighting facilities) 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 Lafourche Parish, Land Development Regulations.
___12. Concrete/Asphalt 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.

Date Preliminary Application Received: _____ **Date Approved:** _____

Date Final Plat Received: _____ **Date Approved:**_____

Filed and Recorded: _____ **Entry #** _____

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