

Lionel Johnson, Jr.  
Mayor



*City Council:*  
Deborah Alexander  
Freddie "Carl" Frazier, Sr.  
Ronald Grace  
Melvin Hasten, Sr.  
Kelvin York, Sr.  
  
*Police Chief:*  
Kevin Ambeau, Sr.

**CITY OF ST. GABRIEL**

*"A City of Pride, Progress & Possibilities"*

**APPLICATION FOR CONSTRUCTION PLAN REVIEW**

Project Application Number (# assigned by city staff): \_\_\_\_\_

**APPLICANT INFORMATION**

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
City State Zip  
Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
City State Zip  
Email: \_\_\_\_\_

**AGENT INFORMATION**

Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
City State Zip  
Email: \_\_\_\_\_

**PROFESSIONAL (Engineer, Surveyor, etc)**

Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
City State Zip  
Email: \_\_\_\_\_

**AGENCY APPROVAL CHECKLIST**

- Iberville Parish -Drainage
- DHH Approval
- DEQ Approval
- Iberville Parish Utilities – Water & Gas
- Fire Chief Approval
- DOTD Approval

**SUBMITTAL VERIFICATION**

<b>RECEIVED BY</b>		<b>OFFICIALLY SUBMITTED BY</b>	
Date _____	Received by (Initials): _____	Date _____	Received by (Initials): _____

**PROPERTY INFORMATION**

Name of Proposed Development \_\_\_\_\_

Street Address (Street + Zip Code) \_\_\_\_\_

Lot or Parcel No. \_\_\_\_\_ Existing Zoning District \_\_\_\_\_ Flood Zone \_\_\_\_\_

Total Site Acreage \_\_\_\_\_ Number of Lots \_\_\_\_\_ Number of Phases for Phased Developments \_\_\_\_\_

First Filing # \_\_\_\_\_  Second Filing # \_\_\_\_\_  Third Filing # \_\_\_\_\_

**APPROVED PRELIMINARY SUBDIVISION INFORMATION:**

Application#: \_\_\_\_\_ Date of Planning Commission Approval: \_\_\_\_\_ Date of City Council Approval \_\_\_\_\_

Are/were there any CONDITIONS associated with this application? Please provide:

Rezoning(s)  YES, # \_\_\_\_\_  NO

Variances (s)  YES, # \_\_\_\_\_  NO

Conditional Use Permit(s)  YES, # \_\_\_\_\_  NO

Resolution(s)  YES, # \_\_\_\_\_  NO

NO Zoning Appeal(s), Variance(s)  YES, # \_\_\_\_\_  NO

Special Exception(s)  YES, # \_\_\_\_\_  NO

Waiver(s), Appeal(s), Exception(s)  YES, # \_\_\_\_\_  NO

List of approval dates of all Technical Changes to Approved Preliminary Plan: (Any approval letters shall be embedded on the Construction Plan) \_\_\_\_\_

# APPLICATION SUBMITTAL CHECKLIST

## A. General Requirements Checklist

1. Verification of Payment of all fees impact Fees and other fees  YES, \_\_\_\_\_  NO \_\_\_\_\_
2. Affidavit of ownership submitted  YES, \_\_\_\_\_  NO \_\_\_\_\_
3. Signed "Statements of Understanding" from the owner(s) and applicant  YES, \_\_\_\_\_  NO \_\_\_\_\_
4. Completed "Detailed Project Description"  YES, \_\_\_\_\_  NO \_\_\_\_\_
5. 8 COPIES (8) 24"x 36" sets of plans (ONLY ON 1ST SUBMISSION)  YES, \_\_\_\_\_  NO \_\_\_\_\_
6. Electronic PDF Copies of all application documents  YES, \_\_\_\_\_  NO \_\_\_\_\_

## B. Subdivision Ordinance Checklist

1. Construction Plan Checklist signed by the engineer who prepared the plat  YES, \_\_\_\_\_  NO \_\_\_\_\_
2. Construction plan checklist submitted (Section 46-92 "Construction Plans")  YES, \_\_\_\_\_  NO \_\_\_\_\_
3. Compliance with requirements of Division 2: Specifications  YES, \_\_\_\_\_  NO \_\_\_\_\_
4. Compliance with requirements of Division 4: Roads and Streets  YES, \_\_\_\_\_  NO \_\_\_\_\_
5. Compliance with requirements of Section 46-93 Improvements  YES, \_\_\_\_\_  NO \_\_\_\_\_
6. Compliance with requirements of Division 5: Grass Seeding  YES, \_\_\_\_\_  NO \_\_\_\_\_
7. Compliance with requirements of Division 6: Street Lighting  YES, \_\_\_\_\_  NO \_\_\_\_\_

## C. Zoning Requirements Checklist

1. Landscape Plans Submitted  YES, \_\_\_\_\_  NO \_\_\_\_\_
2. Stormwater Management Plan Submitted  YES, \_\_\_\_\_  NO \_\_\_\_\_
3. Site Plan Review Documents Submitted  YES, \_\_\_\_\_  NO \_\_\_\_\_
4. Any necessary deeds and plats of dedication for off-site easements and/or right-of-way improvements must be approved and recorded  YES, \_\_\_\_\_  NO \_\_\_\_\_

**AFFIDAVIT OF OWNERSHIP** (To be completed by Applicant/Developer)

To be completed by owner:

I, \_\_\_\_\_, HEREBY DECLARE THAT I AM THE SOLE OWNER,  
(Please Print)

OR HAVE LEGAL POWER OF ATTORNEY, IN WHICH CASE SAID POWER OF ATTORNEY OR A CERTIFIED COPY OF THEREOF IS ATTACHED HERETO, TO REQUEST THE SUBDIVISION APPROVAL ON THE SUBJECT PROPERTY, AND I UNDERSTAND THAT THE MISREPRESENTATION OF SUCH OWNERSHIP AND/OR AUTHORITY, EITHER BEFORE OR AFTER FINAL PLAT APPROVAL, MAY CAUSE THE DENIAL OR VACATION OF SAID SUBDIVISION.

I HEREBY AUTHORIZE \_\_\_\_\_ TO ACT IN MY CAPACITY AS MY  
(Please Print)

AGENT FOR THE REPRESENTATION AND/OR PRESENTATION OF THIS REQUEST AND I UNDERSTAND THAT IT IS NECESSARY FOR ME OR MY AUTHORIZED AGENT TO BE PRESENT AT THE HEARING EXAMINER MEETING AND/OR THE PLANNING COMMISSION MEETING.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

:

## STATEMENTS OF UNDERSTANDING

I, as owner/co-owner of the property subject to this application, do hereby certify that I have read and understood the requirements of this submission of Subdivision Construction Plan for review and approval as provided under the Subdivision Ordinance, Chapter 46 of the St. Gabriel Code of Ordinances, and further, that this submittal is in compliance with the requirements and applicable provisions of the Zoning Ordinance for the zoning districts in which this project is located.

Printed Name: \_\_\_\_\_

Date \_\_\_\_\_

Signature of Owner/Co-Owner: \_\_\_\_\_

I, as applicant or agent for the owner(s) of the property subject to this application, do hereby certify that I have submitted this application for subdivision construction plans for review and approval as provided under the Subdivision Ordinance, Chapter 46 of the St. Gabriel Codes and further, that this submittal is in compliance with the requirements and applicable provisions of the Zoning Ordinance for the zoning districts in which this subdivision is located.

Printed Name: \_\_\_\_\_

Date \_\_\_\_\_

Signature of Applicant/Agent: \_\_\_\_\_

## **ENGINEER'S CERTIFICATION OF PLAN COMPLETION:**

I, \_\_\_\_\_ duly licensed/certified in the State of Louisiana, do hereby certify that the plan submitted with these checklists conforms to the requirements of the St. Gabriel Code of Ordinances. I further certify that the above checklists are both complete and accurate.

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Signature      Certification

## **APPLICANT CERTIFICATION OF APPLICATION DOCUMENTS**

I CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I UNDERSTAND MY RIGHTS UNDER THE APPEAL PROCESS.

Applicant's Name: \_\_\_\_\_

(Please Print)

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# FEE CALCULATIONS

<b>BUILDING CODE ORDINANCE FEES</b>				
Description	Quantity	Units	Unit Price	Total
1. Impact Fees		Each	\$500 Per Lot	
2. Streets/Roads		LF	\$30 cts Per LF	
3. Storm Drainage		LF	\$20 cts Per LF	
4. Sewer Lines		LF	\$20 cts Per LF	
5. Sidewalks		LF	\$20 cts Per LF	
<b>Total Fees</b>				
<b>VERIFICATION OF PAYMENT OF PLAT FEES &amp; ZONING FEES</b>				
Description	Quantity	Units	Unit Price	Total
1. Preliminary Plat	Number of Lots	Each	\$20 per Lot (Min 200, max \$2,500)	
2. Final Plat	Number of Lots	Each	\$20 per Lot (Min 200, max \$2,500)	
3. Site Plan Review (Where applicable)		Each	\$200 Flat Fee	
4. Rezoning		Each	\$250 for the first acre and \$20 for each additional acre. Minimum \$250, maximum \$2,500	
5. Variance		Each	\$150 per application	