

Lionel Johnson, Jr.

Mayor

*City Council:*

Ronald Grace, Sr.

Melvin Hasten, Sr.

Jeffery Hayes, Sr.

Ralph Johnson, Sr

Kelvin York, Sr.

Kevin Ambeau, Sr.

*Police Chief*

­ **CITY OF ST. GABRIEL**

*“A City of Pride, Progress & Possibilities”*

**APPLICATION FOR CONSTRUCTION PLAN REVIEW**

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

**APPLICANT INFORMATION PROPERTY OWNER INFORMATION**

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

Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AGENCY APPROVAL CHECKLIST**

Iberville Parish -Drainage Iberville Parish Utilities – Water & Gas

DHH Approval Fire Chief Approval

DEQ Approval DOTD Approval (Traffic Impact Study & Driveway Permit)

**SUBMITTAL VERIFICATION**

**RECEIVED BY OFFICIALLY SUBMITTED BY**

**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\_\_\_\_\_
7. **Subdivision Ordinance Checklist**
8. Construction Plan Checklist signed by the engineer who prepared the plat  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
9. Construction plan checklist submitted (Section 46-92 “Construction Plans”)  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
10. Compliance with requirements of Division 2: Specifications  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
11. Compliance with requirements of Division 4: Roads and Streets  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
12. Compliance with requirements of Section 46-93 Improvements  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
13. Compliance with requirements of Division 5: Grass Seeding  YES, \_\_\_\_\_  NO­­­­\_\_\_\_\_
14. 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 LEGPAL 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.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 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**

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