ASCENSION PARISH SUBDIVISION REGULATIONS
In accordance with the provisions of the Louisiana Revised Statutes 33:101 et seq., the following regulations have been adopted by the Ascension Parish Council, as amended through January 18, 2007.

<table>
<thead>
<tr>
<th>SECTION</th>
<th>TOPIC</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.000</td>
<td>Definitions</td>
<td>3</td>
</tr>
<tr>
<td>20.000</td>
<td>Procedure</td>
<td>8</td>
</tr>
<tr>
<td>30.000</td>
<td>Detailed Development Requirements</td>
<td></td>
</tr>
<tr>
<td>31.100</td>
<td>Streets</td>
<td>16</td>
</tr>
<tr>
<td>32.000</td>
<td>Alleys</td>
<td>21</td>
</tr>
<tr>
<td>33.000</td>
<td>Servitudes – Utilities and Drainage</td>
<td>22</td>
</tr>
<tr>
<td>34.000</td>
<td>Blocks</td>
<td>23</td>
</tr>
<tr>
<td>35.000</td>
<td>Lots</td>
<td>25</td>
</tr>
<tr>
<td>36.000</td>
<td>Public Sites</td>
<td>27</td>
</tr>
<tr>
<td>37.000</td>
<td>Drainage</td>
<td>28</td>
</tr>
<tr>
<td>38.000</td>
<td>Sanitary Sewerage</td>
<td>31</td>
</tr>
<tr>
<td>39.000</td>
<td>Utilities</td>
<td>32</td>
</tr>
<tr>
<td>40.000</td>
<td>Plats and Data</td>
<td>34</td>
</tr>
<tr>
<td>50.000</td>
<td>Construction</td>
<td>39</td>
</tr>
<tr>
<td>60.000</td>
<td>Variances</td>
<td>41</td>
</tr>
<tr>
<td>70.000</td>
<td>Fines and Enforcements</td>
<td>49</td>
</tr>
</tbody>
</table>
DEFINITIONS

SUBDIVISION 10.100

10.101 The division of a lot, tract, or parcel of land into two or more lots, plots, sites, or other division of land, for the purpose, whether immediate or future, of sale or lease, or of building development.

10.102 The dedication, granting or constructing of a road, highway, street, alley, or servitude through a tract of land regardless of area, unless expropriated by a public entity.

10.103 The re-subdivision of land heretofore divided or plotted into lots, sites or parcels.

10.105 Minor subdivision: Any subdivision involving less than twenty lots.

10.106 Major subdivision: Any subdivision involving twenty or more lots.

10.107 Family Partition: The division or subdivision of any lot tract or parcel of land by act(s) of partition among co-heirs or donation, consideration and/or other approved means from parent(s) to their children or grandchildren or children of deceased children or children to their parent(s) in hardship situations.

10.108 Simple Division: Any subdivision fronting on an existing publicly dedicated street or streets, not involving any new street or road, or the extension of public facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property, and not in major conflict with any provision or portion of the master plan, or these regulations.

STREETS AND ALLEYS 10.200

10.201 The term street means a way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, freeway, road, avenue, boulevard, lane, place, or however otherwise designated.

A. **FREEWAYS** are the highest type of roadway design and includes
full control of access.

B. **ARTERIAL STREETS** and highways are those which are used primarily for fast or heavy traffic. They are generally several miles long and connect points of major traffic generation or through highways.

C. **COLLECTOR STREETS** are those which carry traffic from minor streets to the major system of arterial streets and highways, including the principal entrance streets of a residential development and streets for circulation within such a development.

D. **LOCAL STREETS** are those which are used primarily for access to the abutting properties but do not provide for through traffic.

E. **MARGINAL ACCESS STREETS** are minor streets which are parallel to and adjacent to arterial streets and highways; and which provide access to abutting properties and protection from through traffic.

F. **COMMERCIAL-INDUSTRIAL STREETS** are collector or local streets constructed to serve primarily commercial or industrial traffic.

G. **RURAL ROADS** are roads constructed to serve primarily as access to farms or rural campsites.

H. **ALLEYS** are minor ways which are used primarily for vehicular service access to the back or side of properties otherwise abutting on a street.

I. **CUL-DE-SACS** are local streets with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement.

10.202 **MAJOR STREET PLAN** is a plan delineating a system of streets adopted by the planning commission and includes all subsequent revisions or extensions.

**DEDICATED AND RESERVED AREAS  10.300**

10.301 **RIGHT-OF-WAY.** A strip of ground dedicated by the subdivider for public use, title to which shall rest in the public for the purposes stated in the dedication.
10.302 SERVITUDES. A strip reserved by the sub divider for public utilities, drainage, and other public purposes, the title to which shall remain in the property owner, subject to the right of use designated in the reservation of the servitude; or a strip of ground designated or intended to be used for access to building or other sites.

10.303 DRIVEWAY. A private way for a vehicle to travel from a public street or road to a single residence.

AGENCIES AND PERSONS 10.400

10.401 AASHTO. American Association of State Highway and Transportation Officials.

10.402 Development Permit Officer. The person designated by the Planning Commission to enforce the subdivision regulations.

10.403 L.D.O.T.D. Louisiana Department of Transportation and Development.

10.404 Parish Attorney. The District Attorney of the 23rd Judicial District or the attorney(s) so designated by the District Attorney to furnish legal assistance in the administration of these regulations.

10.405 Parish Council. The governing body of Ascension Parish having the power to adopt and enforce ordinances.

10.406 Parish Engineer or Designated Engineer Review Agency. The department designated by the Planning Commission to furnish engineering assistance in the administration of these regulations.

10.407 Parish Health Unit. The agency designated by the State to administer health regulations in Ascension Parish.

10.408 Planning Commission. The Planning Commission is an agency legally established by this government in conformity with State Legislation with all the rights and responsibilities defined by this legislation.

10.409 Planning Staff. The staff consists of professional and non-professional personnel employed by the Commission to carry out its directives pursuant to fulfilling the Planning Commission's responsibilities. Staff functions may be conducted by private or public consultants at the discretion of the Commission.
10.410 Registered Land Surveyor. A land surveyor properly licensed and registered in the State of Louisiana.

10.411 Registered Professional Engineer. An Engineer properly licensed and registered in the State of Louisiana.

**STORM DRAINAGE 10.500**

10.501 Storm drainage system, as utilized in this ordinance, refers to the system of inlets, closed conduits, manholes, other appurtenances, and open channels which are designed to collect and convey storm water runoff from and through an area.

10.502 Initial drainage system or minor drainage system includes street gutters, roadside drainage ditches, culverts, storm sewers, small open channels and any other feature to handle runoff from within the subdivision being designed or from a relatively small area.

10.503 Major drainage system consists of those many features such as natural channels, artificial channels and large, long underground conduit outfalls which convey the storm water runoff from large or major areas. In any drainage design, major drainage is the cornerstone of an urban storm runoff system. The major drainage system will function whether or not it has been planned and designed, and whether or not urban development is wisely located in respect to it. Thus, the major drainage system must be given highest priority when considering design and improvements.

**CONDOMINIUMS 10.600**

10.601 CONDOMINIUM: The property regime under which portions of immovable property are subject to individual ownership and the remainder thereof is owned in indivision by such unit owners.

The definition of terms associated with condominiums as defined by LSA-R.S. 9:1121.103 are hereby adopted, and as may be amended in the future, by reference thereto.

**GARDEN HOME SUBDIVISION 10.700**

10.701 Garden Home Subdivision:

(a) A home located on a lot with minimum lot requirements (area and width) (townhouses or single-family attached
dwellings) of 1,280 square feet minimum 720 square feet for common element with minimum 560 square feet for unit of individual ownership), with a minimum width of 16 Feet; minimum lot area per family being 1,280 square feet; or

(b) A home located on a lot with minimum lot requirements (area and width) (zero lot line housing) of 3,500 square feet, with a minimum width of 30 Feet; minimum lot area per family being 3,500 square feet.
PROCEDURE

PRE-APPLICATION PROCEDURE 20.100

20.101 Previous to the filing of an application for approval of the preliminary plat, the sub-divider shall submit to the engineer review agency, the plans and data as specified in Section 40.100. This submittal is a prerequisite to filing an application for approval of any preliminary plats submitted to the Ascension Parish Planning and Zoning Commission. Informal discussion between the engineer review agency and the sub-divider are encouraged to correct any noted deficiencies within the plat before submittal to the Ascension Parish Planning and Zoning Commission for approval.

20.102 Within thirty (30) days, the engineer review agency shall inform the sub divider that the plans and data as submitted or as modified, do or do not meet the objectives of the regulations. When the engineer review agency finds the plans and data do not meet the objectives of these regulations, it shall express its reasons in writing and annotated on the plan or sketch. Approval by the engineer review agency does not render the preliminary plat as approved and all other requirements and procedures are still as set forth in the Ascension Parish Subdivision Regulations must be fully complied with prior to granting approval.

PRELIMINARY PLAT 20.200

20.201 Upon the satisfactory conclusion of the pre-application procedure, if utilized by the sub divider, then the sub divider shall prepare a preliminary plat and other supplementary material as specified in section 40.200.

20.202 Ten (10) full scale prints, one (1) 11" x 17" reduced print of the preliminary plat, one (1) 11" x 17" reduced print of the preliminary plat submitted in electronic form (.pdf file) or other acceptable format as approved by the Parish of Ascension Technology Department, and specified supplementary material shall be submitted to the secretary for the Planning and Zoning Commission at least thirty-five (35) days prior to a regularly scheduled Planning and Zoning Commission meeting. The Engineering Review Agency and the Department of Public Works shall review the preliminary plat within ten (10) days. Review
and inspection fees established by the Planning and Zoning Commission shall be submitted with the preliminary plat.

20.203 The Chairman of the Commission may act on behalf of the Commission in the consideration of a simple subdivision which has nine lots or less. All other subdivisions shall be considered by the Planning Commission at the regular Planning Commission meeting. On these subdivisions, the Planning Staff, Engineer Review Agency, and the Department of Public Works shall provide written comments to the Planning Commission prior to the meeting. The Engineer Review Agency shall operate at the direction of and under the control of the Planning Commission.

The Planning & Zoning Commission shall hold public hearings on all major subdivisions; the subdivision must be considered at the monthly planning commission meeting:

A. The subdivider must submit, in electronic format, a copy of the list indicating the names of the adjacent property owners, addresses and lot and square numbers as shown in the parish assessor’s records, to the parish planner and engineer review agency.

B. Notice of the time and place of the public hearing shall be mailed by certified mail to the owner/subdivider and all adjacent property owners by the planning commission staff. The public hearing shall also be advertised in the official journal. The subdivider and/or his representative shall be present at the public hearing to explain the proposal and answer questions.

C. If the commission grants preliminary approval, five (5) prints of the subdivision plan shall be submitted for signing by the planning staff.

D. Any changes made by the owner/subdivider subsequent to approval of the preliminary plat shall be submitted in electronic format and reviewed by the Planning Commission Chairman and his staff. If the change suggested by the owner/subdivider is determined by the Planning Commission Chairman and his staff to be of a substantial nature, then approval can only be granted by the planning commission and then only after a public hearing is held for that purpose. If the Planning Commission Chairman and his staff determine that the suggested change is not substantial in nature, then
approval will be granted immediately.

20.204 The Planning & Zoning Commission shall receive in hard copy and electronic format the preliminary plat, supplemental material, comments from the Planning Staff, the Engineer Review Agency and the Department of Public Works for review prior to its regular meetings. The Planning & Zoning Commission shall, at its regular meetings, discuss the plat as to conformity with the subdivision regulations. The Planning & Zoning Commission shall express its approval or disapproval and reasons therefore.

All actions of the engineer review agency shall be submitted to the planning commission by the engineer review agency at its regular meetings. The engineer review agency shall operate at the direction of and under the control of the planning commission.

20.205 Approval of the preliminary plat shall not constitute approval of the final plat, but the subdivider may direct his engineer to proceed with the construction plans.

20.206 If the subdivider does not submit the final plat and construction plans within six (6) months, the Planning & Zoning Commission shall have the right to rescind approval of the preliminary plat. The Engineering Review Agency shall be responsible for notifying the Planning Commission of any subdividers that fail to submit construction plans within the six (6) month duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning Commission meeting.

If no construction has begun within twenty-four (24) months following the acceptance of the preliminary plat by the Planning & Zoning Commission, the owner, subdivider and/or developer shall resubmit all plats and construction plans to the Planning Commission for review. If changes in the construction plans are warranted, then the construction plans shall undergo review, and following approval by the Planning Commission, the developer may commence construction. If no construction activity takes place within twenty-four (24) months following the approval of the preliminary plat, no construction activity may be undertaken and no lots or parcels of land may be sold, transferred, or conveyed prior to approval of the Planning Commission, the preliminary plat being automatically rescinded. The Engineering Review Agency shall be responsible for notifying the Planning Commission of any subdividers that fail to begin construction within the twenty-four (24) month duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning
Commission meeting.

If no permits are requested and utilized prior to the expiration date for a Respective filing in a subdivision within five years following the approval of the final plat of said filing, then said filing and development thereon, shall conform to the requirements as set forth in Ascension Parish Subdivision regulations and Ascension Parish Development Code applicable at the time the permits for development or building within the filing sought. The Planning official shall be responsible for notifying the Planning Commission of any subdividers that fail to request permits within the five (5) year duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning Commission meeting.

20.207 The Department of Public Works and the engineer review agency shall require a subdivider to provide a drainage impact study and a traffic impact study for a proposed preliminary plan and to require a conclusion and plan that offsets any adverse impact that the development may have on the drainage system or the roads/traffic of the Parish of Ascension. The engineer review agency and Department of Public Works must agree or disagree with the findings of the engineer, sub divider, or person that submits the drainage plan, and/or traffic study, and any discrepancies between the findings of the engineer, sub divider, or person who submits the discrepancies between the findings of the agency and the Department of Public Works will be decided in favor of the engineer review agency and the Department of Public Works at its discretion. The Department of Public Works and engineer review agency may waive the requirement for a drainage impact study and/or a traffic impact study at its discretion.

CONSULTATION WITH OTHER REGULATORY AGENCIES 20.300

20.301 The subdivider shall consult with the designated engineering review agency to determine the standards and specifications that shall govern the proposed improvements. No construction work shall proceed until this agency has given written approval of the plans.

20.302 If no construction work is commenced within six (6) months of approval, the Engineering Review Agency and the Local Health Authority may cancel their approval.

PROCEDURE FOR CONSTRUCTION 20.400
20.401 Procedure

A. Construction plans approved by the designated engineering review agency (See 20.301 above).

B. Construct improvements.
   1. Before construction begins, written notice shall be given to the Planning & Zoning Commission, Department of Public Works and the Engineering Review Agency.

   2. When the development is ready for an intermediate inspection, written request from the Developer's Engineer shall be given to the Planning & Zoning Commission, the Department of Public Works and the Engineering Review Agency.

C. Acceptance of improvements and posting of maintenance bond.

   1. When construction (public and private) is complete and in accordance with the approved plans and specifications and complies with the provisions of these regulations, the Developer's Engineer shall certify such and request, in writing, final approval and acceptance from the Designated Engineering Review Agency. This request shall be given to the Planning & Zoning Commission and the Department of Public Works.

   2. Copies of all testing lab reports shall be submitted along with the written request for final inspection.

   3. A final inspection is attended by the Engineering Review Agency representative, Department of Public Works representative and the Developer's Engineer.

   4. The Engineering Review Agency will send a copy of the final inspection findings to the Developer/Engineer.

   5. When the comments have been addressed and all items completed, written request shall be given to the Planning & Zoning Commission, Department of Public Works and the Engineering Review
Agency that the development is ready for final re-inspection.

6. Submit one (1) set of as-built construction drawings to the Department of Public Works.

7. The Department of Public Works will send written notification to the Developer/Engineer of final inspection approval along with a request for the Developer to post the required one (1) year maintenance bond.

8. The Developer/Engineer shall submit a written request to the Engineering Review Agency for the one (1) year maintenance bond amount, which request shall include a cost estimate for the public facilities constructed as part of the development. The cost of private utilities does not have to be included in this cost estimate.

9. Upon receipt of the required one (1) year maintenance bond, the Planning & Zoning Commission shall send written notification to the Department of Public Works of the one (1) year maintenance bond being received. Bonds shall be furnished by companies listed in the U.S. Department of Treasury Circular 570.

10. At the end of the one year period, thirty (30) days prior to the maintenance bond expiration date, Department of Public Works shall initiate a final inspection to be performed by the Parish Engineer who shall present a report to the Department of Public Works and the Planning Commission listing recommendations concerning final acceptance and release of the maintenance bond as stipulated in Section 50.202 of the Ascension Parish Subdivision Regulations. After this has been completed, the Department of Public Works will submit to the Ascension Parish Council a list of streets, with supporting documentation from the Parish Engineer to be taken into the Parish Maintenance System.

D. Receive approval of final plat (See 20.500).
E. LOTS MAY BE SOLD AT THIS STAGE.

APPROVAL OF FINAL PLAT 20.500

20.501 A. Application for approval of the final plat prepared by a registered land surveyor shall be submitted in writing to the Planning Commission at least twenty-one (21) days prior to the time it is to be considered for major subdivisions.

B. Simple subdivisions with less than nine lots are considered for approval on a weekly basis and no prior notice or application is essential but is recommended for expedited approval.

20.502 The final plat and construction plans shall be distributed to the:
A. Planning Commission Secretary - Ten (10) full scale prints; one (1) 11" x 17" reduced print of the signed final plat; and one 11" x 17" reduced print in electronic format as acceptable and approved by the Parish of Ascension Technology Department.

20.503 The Commission Chairman will sign the final plat after approval by the Planning Commission for minor and major subdivisions, and may himself approve and sign the final plat for simple subdivisions with nine lots or less. It shall be the responsibility of the Planning Commission to file the plat so signed with the Parish Clerk of Court.

20.504 All actions of the engineer review agency shall be submitted to the planning commission by the engineer review agency at its regular meetings. The engineer review agency shall operate at the direction of and under the control of the planning commission.

APPEAL 20.600

20.601 If the Planning Commission denies preliminary or final approval to a major or minor subdivision, the subdivider may request the Planning Commission to reconsider the plat for approval at their next scheduled meeting. The developer of a major or minor subdivision may appeal the second decision of the Planning Commission to the Planning Commission Appeals Board, which shall consist of three (3) members appointed by the Parish President and confirmed by the Ascension Parish Council and whose duty it shall be to comply with and enforce these
regulations. The developer shall meet with the Planning Commission’s secretary to lodge his appeal. The appeals hearing must be heard within forty (40) days of lodging with the secretary. The determination of the Planning Commission Appeals Board shall be final.

CLASSIFICATION OF SUBDIVISIONS 20.700

20.701 Whenever any subdivision of land is proposed, excluding family partitions, before any contract is made for the sale of any part thereof and before any permit for the erection of a structure in such proposed subdivision shall be granted, the subdividing owner, or his authorized agent, shall apply and secure approval of such proposed subdivision in accordance with the following procedure, which includes basically one (1) step for simple subdivisions with less than twenty lots and three (3) steps for all other subdivisions.

1. Simple subdivisions with nine lots or less:
   A. Sketch plat (optional);
   B. Final subdivision plat submitted in electronic format and hard copy.

2. All other subdivisions:
   A. Sketch plat (optional);
   B. Preliminary Plat submitted in electronic format and hard copy;
   C. Construction drawings submitted in electronic format.
   D. Final subdivision plat

FEES 20.800

20.801 The Planning Commission has the authority to determine fees for applications, inspections and review. The schedule of fees, as amended from time to time, henceforth, is attached to these subdivision regulations as Exhibit "A".
STREETS

GENERAL 31.100

The Commission shall apply the following rules in evaluation of subdivision applications:

A. Density restrictions: Considering any proposed major or minor subdivision which exits on any street which is less than 18 feet wide of asphalt, concrete or other hard surface, the developer shall secure a 60 foot right of way along the street from his development to a street designated by the Department of Public Works in and for the Parish of Ascension, Engineering Review Agency and approval of the Ascension Parish Planning and Zoning Commission.

31.101 The arrangement, character, extent, width, grade, and location of all streets shall conform to the "MAJOR STREET PLAN" and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.

31.102 Where such is not shown in the "MAJOR STREET PLAN", the arrangement of streets in a subdivision shall either:

A. Provide for the continuation or appropriate projection of existing streets in surrounding areas; or

B. Conform to a plan for the neighborhood approved or adopted by the planning commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impracticable.

31.103 Provision should be made for arterial streets at intervals of approximately one-half (1/2) mile.

31.104 Subdivisions should have more than one exit street, preferably on different streets or in different directions. The street network should facilitate the separation of local and through traffic.
Where a subdivision abuts or contains an existing or proposed major thoroughfare, the planning commission may require:

A. Marginal access streets, reverse frontage with a non-access reservation along the rear property line, deep lots with rear service alleys, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic, and

B. The dedication of additional right-of-way, if the existing major or secondary street has a width less than the minimum established herein.

Reserve strips controlling access to streets shall be prohibited except where their control is definitely placed with the parish under conditions approved by the planning commission.

Street signs and traffic control devices must be furnished and installed by the subdivider according to state law and the recommendations of the parish governing authority, and the planning commission. No street name shall be used which will duplicate or be confused with the names of existing streets. Streets that are obviously in alignment with others already existing shall bear the names of the existing streets. Street names shall be subject to the approval of the planning commission and the parish governing authority. Major subdivision plats shall show traffic control devices.

Design and construction shall be in accordance with L.D.O.T.D. Standard Specifications for Roads and Bridges (Latest Revision), and AASHTO Geometric Design of Highways and Streets (Latest Revision), as amended.

GEOMETRIC STANDARDS  31.200

All street and road right-of-ways shall conform to the widths designated on the "MAJOR STREET PLAN" as adopted by the commission and on all subsequent amendments and additions thereto, but none shall be less than:

A. Freeways  300 Ft.
B. Arterial streets  150 Ft.
C. Collector streets  60 Ft.
D. Local streets
   - Curb and Gutter  50 Ft.
   - Swale ditches  60 Ft.
E. Marginal access streets 60 Ft.  
F. Commercial-industrial streets 60 Ft.  
G. Rural roads 80 Ft.  

31.202 Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall be prohibited.  

31.203 A tangent, of at least one hundred (100) feet, shall be introduced between reverse curves on arterial and collector streets.  

31.204 When connecting street lines deflect from each other at any one point by more than ten (10) degrees, they shall be connected by a curve with a radius adequate to insure a sight distance of not less than;  

- Three hundred (300) feet for ARTERIAL  
- One hundred and eighty (180) feet for COLLECTORS  
- One hundred (100) feet for ALL OTHERS  

except in special cases where the planning commission may require a greater radius.  

31.205 Streets shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at less than seventy-five (75) degrees.  

CONSTRUCTION STANDARDS 31.300  

31.301 Each street designated by the Planning Commission as an arterial or commercial-industrial street shall be constructed according to the following minimum standards.  

A. Complete curbing, guttering, subsurface storm drainage. Minimum width shall be twenty-seven (27) feet from back of curb to back of curb. The road shall be concrete no less than eight (8) inches. Curb shall be of concrete; or  

B. Where the fall of the land along the proposed street alignment is less than three (3) feet in 1,500 feet a street twenty-four (24) feet wide, road bed at least thirty (30) feet wide constructed of eight inches concrete pavement on a right-of-way of at least sixty (60) feet with swale ditch slopes to be three (3) to one (1) on each side may be built. In such instance, the surety bond required by section 50.202 shall secure to the government the
satisfactory performance of this work for a period of sixty (60) months after the acceptance of the work.

31.302 Each street designated by the Planning Commission as a collector, local, marginal access or rural street shall be constructed according to the following minimum standards.

A. Complete curbing, guttering, and subsurface storm drainage. Minimum width shall be twenty-seven (27’) feet from back of curb to back of curb. The road shall be concrete no less than six (6”) inches. Curb shall be of concrete; or

B. Same standards as "A" above, but concrete no less than five (5”) inches thick with an asphalt overlay of one and one-half (1 1/2”) inches may be used. Curb should be of concrete; or

C. Streets with subsurface drainage twenty-seven (27’) feet wide with three (3”) inch asphaltic concrete wearing surface, on a minimum ten (10”) inch soil-cement base at least twenty-three (23”) feet wide with concrete curb and gutters; or

D. Streets twenty (20’) feet wide with three (3”) asphaltic concrete wearing surface on a minimum ten (10”) inch soil cement base at least twenty-one (21’) feet wide on a graded roadbed of at least twenty-eight (28’) feet wide with the swale ditch slopes to be at least three (3) to one (1) on each side; or

D. Streets twenty (20’) feet wide with six (6”) inch concrete pavement on a graded roadbed at least twenty-eight (28’) feet wide with the swale ditch slopes to be three (3) to one (1) on each side.

31.303 The base grade of all streets shall be constructed to no lower than one (1) foot below the FEMA base flood elevation.

31.304 Each thoroughfare designated by the planning commission as a rural road shall be a minimum of twenty-four (24) feet wide with a two (2) inch asphaltic concrete wearing surface on a eight and one-half (8 1/2) inch soil cement base at least twenty-five (25) feet wide. A graded roadbed at least forty (40) feet wide shall have a swale ditch on each side with a slope of three (3) to one (1) on the property line side. Approved pipes may be installed
under driveways only.

31.305 Where boulevards are constructed - each line of a street designated as a local or collector street shall be no less than twenty-two (22) feet from back of curb to back of curb, with a neutral ground of at least thirty (30) feet. Each lane of a boulevard designated as an arterial street shall be no less than twenty-five and one half (25 1/2) feet from back of curb to back of curb, with a neutral ground of no less than thirty (30) feet. Construction shall be commensurate with the traffic designation assigned by the planning commission.

31.306 All construction shall be in accordance with the Louisiana Department of Transportation and Development construction standards unless amended by these regulations.
ALLEYS

GENERAL 32.100

32.101 Alleys shall be provided at the rear of all commercial and industrial lots, except that the planning commission may waive this requirement where other definite and assured provision is made for service access, such as off-street loading, unloading, and parking consistent with and adequate for the uses proposed.

GEOMETRIC STANDARDS 32.200

32.201 Alley intersections and sharp changes in alignment shall be avoided, but when necessary, corners shall be cut off sufficiently to permit safe vehicular movement.

32.202 Dead end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn-around facilities at the dead end, as determined by the planning commission.

32.203 The minimum width of alleys shall be twenty (20) feet.
SERVITUDES - UTILITIES AND DRAINAGE

GENERAL 33.100

33.101 Where alleys are not provided, a servitude shall be provided along the rear lot line of each lot when necessary for poles, wires, conduits, drainage ditches, storm and sanitary sewers, other utilities, and all proper public purposes.

33.102 Where it is necessary to install sanitary or storm sewers or drainage ditches along side lot lines or across lots, a servitude sufficient for the construction and maintenance of the ditch or facility shall be dedicated. If construction of a ditch is required by the planning commission, or the Ascension Parish Department of Public Works, such construction shall be performed by the subdivider.

33.103 Where a subdivision is traversed by a water course, drainage way, channel, or stream, there shall be provided a storm water servitude or drainage right-of-way conforming substantially with the lines of such water course, as will be adequate for the purpose. Parallel streets, parkways, or recreational areas may be required in connection therewith. The developer shall arrange for maintenance of this area with an approved public or private agency.

GEOMETRIC STANDARDS 33.200

33.201 The minimum servitude, for any purpose, on side or rear of lot shall be seven and one-half (7 1/2) feet on each side of the property line, or a total of fifteen (15) feet. Actual size of drainage servitudes must be predicated on the width of the drainage structure and approved by the Designated Engineering Review Agency. A minimum servitude for utility purposes along the front of each lot of twelve (12) feet shall be created. Utilities shall be located within that servitude according to a typical section adopted by the Planning Commission.

33.202 Improvements on lots created along MAJOR drainage channels shall not encroach on the drainage servitude or right-of-way.
BLOCKS

GENERAL 34.100

34.101 The lengths, widths, and shapes of blocks shall be determined with due regard to:

A. Provision of adequate building sites suitable to the special needs of the type of use contemplated.

B. Zoning requirements as to lot sizes and dimensions.

C. Need for convenient access, circulation, control and safety of street traffic.

D. Limitations and opportunities of topography.

GEOMETRIC STANDARDS 34.200

34.201 Block lengths shall not exceed fifteen hundred (1500) feet between street lines or be less than five hundred (500) feet between street lines, unless waived for good reason, by the Ascension Parish Planning and Zoning Commission. The minimum width of a block shall be 240 feet between street lines, unless waived by the Ascension Parish Planning and Zoning Commission for good reason. The reason for waivers granted by the Ascension Parish Planning and Zoning Commission shall be stated.

34.202 In blocks over seven hundred and fifty (750) feet in length the planning commission may require a pedestrian cross-walk with a right-of-way not less than ten (10) feet in width to provide circulation, or access to schools, playgrounds, shopping centers, transportation, or other community facilities.

34.203 When a normal block arrangement is impossible or undesirable, there may be established one (1) or more "places". Such a "place" may be in the form of a court, a street with a cul-de-sac, t-turnaround, or other arrangement approved by the planning commission; provided, however, that proper access shall be given to all lots from a dedicated street or court. A cul-de-sac, as described in Sec. 10.201(l), or a t-turnaround, as provided for in Section 34.205, shall be required at the end of dead-end streets which provide access to subdivided lots, when the dead-end
streets exceed two hundred fifty (250’) feet, or a width of two (2) lots in length.

34.204 Cul-de-sacs shall have minimum dimensions as follows:

A. Curb and Gutter Streets - Right-of-way radius of sixty-eight (68’) feet with a curb and gutter pavement of twenty-four (24’) feet from back to back of curb and thirty-five (35’) feet inside radius.

B. Open Ditch Streets - Right-of-way width of seventy-five (75’) feet with a pavement width of twenty (20’) feet and a thirty-five (35’) foot inside radius.

34.205 T-turnaround pavement shall be a minimum of 80’ x 20’ with 25’ radii and within a 100’ x 40’ right-of-way.
LOTS

GENERAL  35.100

35.101 The lot size, width, shape, and orientation, and the building lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated.

35.102 Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the zoning ordinance.

35.103 Corner lots shall have extra width to permit appropriate building setback from, and orientation to, both streets.

35.104 Each lot in a subdivision shall have an appropriate frontage on a publicly maintained street or road (See 35.200), except as provided for under VARIANCES, hereinafter.

35.105 Double frontage, and reverse frontage lots, should be avoided except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.

35.106 Side lot lines shall be substantially at right angles or radial to street lines.

35.107 Where grade separation structures are proposed at the intersection of major streets, the lots and improvements in the subdivision shall be arranged so as to make adequate provision for such structures.

35.108 Front building lines shall be no less than twenty (20’) feet from the street right-of-way line and no less than five (5’) feet from side boundaries of the lot, except that the Planning & Zoning Commission may alter side boundary distances for garden home subdivisions.

GEOMETRIC STANDARDS  35.200

35.201 In subdivisions or re-subdivisions, excluding family partitions, where a Louisiana Department of Health and Hospital Regulations (DHHR) approved community sanitary sewage collection and treatment facility is installed or tied into, a
minimum frontage of eighty (80’) feet and a minimum area of twelve thousand (12,000) square feet is required for all subdivisions having an open ditch design. In such subdivisions or re-subdivisions where a Louisiana Department of Health (DHHR) approved community sanitary collection and treatment facility is installed or tied into, a minimum frontage of seventy (70) feet and a minimum area of ten thousand (10,000) square feet is required for all developments having curb and gutter design where drain water run off is conducted underground. Zoning regulations when adopted, will take precedence over these minimum requirements.

35.202 In areas not served by sanitary sewage and excluding family partitions, shall be a minimum frontage of eighty (80) feet and a minimum area of fourteen thousand (14,000) square feet. Zoning regulations, when adopted, will take precedence over these minimum requirements.

35.203 In determining the lot area, the area of the public street, servitude, roadway or driveway shall not be considered.
PUBLIC SITES

GENERAL 36.100

36.101 In subdividing property, consideration shall be given by the developer to the dedication or reservation of suitable sites for schools, parks, playgrounds, and other areas for public use. *The developer may be required to conform to space use and locations recommended by the commission to its adopted plan.* Particular consideration should be given to the retention of marginal land that is subject to periodic inundation for recreational or natural conservation uses.

36.102 Areas to be dedicated or reserved for public use should be indicated on the preliminary plat in order that it may be determined when and in what manner such areas will be dedicated to, or acquired by the appropriate taxing agency.

36.103 For purposes of planning, the developer is encouraged to use the following minimum criteria in assessing recreation and school needs.

FOR ONE THOUSAND (1,000) PEOPLE OR TWO HUNDRED AND EIGHTY-FIVE (285) LOTS OR DWELLING UNITS WE NEED:

<table>
<thead>
<tr>
<th>Use</th>
<th>Area</th>
<th>Ideal Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's Play Area (with equipment)</td>
<td>0.5 Acre</td>
<td>1 Acre</td>
</tr>
<tr>
<td>Field Play Areas For Young Children</td>
<td>1.5 Acres</td>
<td>3 Acres</td>
</tr>
<tr>
<td>Older Children and Adult Field Sports</td>
<td>1.5 Acres</td>
<td>15 Acres</td>
</tr>
<tr>
<td>Elementary School</td>
<td>8 Acres</td>
<td>12 Acres</td>
</tr>
</tbody>
</table>
DRAINAGE

GENERAL 37.100

37.101 The sub divider shall plan all drainage for his project utilizing sound engineering design, and in accordance with the general drainage plan of the parish governing authority, the Louisiana Department of Public Works and the U.S. Corp of Engineers. Major subdivision plats shall show drainage from the subdivision to an acceptable existing drainage artery and, where necessary to reach the nearest acceptable existing drainage artery, be accompanied by the necessary, parish government authority approved, right-of-ways from adjoining downstream property owners for drainage purposes to insure drainage to a ditch, stream, drain or drainage canal deemed adequate by the Department of Public Works.

37.102 No individual, partnership, or corporation shall deepen, widen, fill, reroute, or change the location of any existing ditch, stream, drain, or drainage canal used for public drainage without first obtaining written permission from the Ascension Parish Department of Public Works.

37.103 Whenever any stream or improved surface drainage course is located in an area that is being subdivided, the sub divider shall dedicate an adequate right-of-way along each side of the stream as determined by the Designated Engineering Review Agency.

37.104 Offsite drainage requirements shall be established by the Designated Engineering Review Agency. The sub divider shall be required to construct to the ultimate finished width but only to a depth sufficient for his subdivision UNLESS THE OFFSITE IMPROVEMENTS ARE IN OR NEAR THE CONSTRUCTION STAGE. Sufficient right-of-way, however, must be dedicated for future enlargement.

37.105 When new drainage channels are constructed or existing drainage channels (originating within the subdivision) are substantially altered the sub divider shall conform to requirements as spelled out by the Designated Engineering Review Agency.

37.106 Storm drainage shall be located within the street right-of-way except where it is located in servitudes to facilities outfall needs or for subdivision inter-connections.
37.107 Design shall be in accordance with the L.D.O.T.D. Hydraulics Manual (Latest Revision) as amended by these regulations.

37.108 In major subdivisions, a drainage ditch or swale shall be located at the rear of all lots unless:

(a) a natural ridge exists at the rear of lots; or

(b) a variance is granted by the Planning & Zoning Commission after recommendations by the Department of Public Works and the engineering review agency that the drainage ditch or swale is not necessary because it would not accomplish the purpose intended.

In minor subdivisions, a drainage ditch or swale shall be located at the rear of all lots if recommended by the Department of Public Works and the engineering review agency.

37.109 Subdivisions designed as “open-ditch”, excluding simple subdivisions and family partitions (not curb & gutter), shall remain as “open-ditch” subdivisions in perpetuity. No “closing in” of frontages by using pipe and catch basins shall be allowed. However, this regulation shall only apply to subdivisions receiving preliminary approval on or after the effective date of this regulation.

37.111 Minimum elevation for development. All primary buildings in any subdivision in FEMA Flood Zone A, or A1 – A00 shall be constructed with a minimum elevation of one (1) foot above the base flood elevation.

Note: There are no Sections 37.109 & 37.110.

DESIGN AND CONSTRUCTION CRITERIA 37.200

37.201 All drainage design shall be predicated on a ten (10) year storm frequency of one (1) hour duration.

37.202 The natural drainage within a subdivision shall be followed in as far as economically feasible. Streets and lots shall be arranged so as to keep artificially relocated drainage canals to a minimum.

37.203 Drainage pipe used shall meet the requirements of ASTM Designation C-76, Class III reinforced concrete pipe with rubber gasket joints, and shall be sized using Manning's roughness
coefficient of 0.013 for design.

37.204 Open canals shall have side slopes of three (3) to one (1) if not lined with concrete. Slope grades of one and one-half (1 1/2) to one (1) may be used as shown in drawings if concrete lining is utilized.

37.205 The following servitude criteria shall be required for each ditch, canal, sewer collection line, and storm sewer:
A. *Swale ditches require a minimum fifteen (15') foot servitude.*
B. *Ditches with a top width greater than ten (10') feet require a minimum of ten (10') foot servitude from the top bank on each side.*
C. *Ditches or canals with a top width greater than twenty (20') feet require a minimum fifteen (15) foot servitude from the top bank of each side.*
D. *Canals with a top width greater than thirty (30') feet require a minimum twenty (20') foot servitude from the top bank on each side.*
E. *Canals with a top width in excess of forty (40') feet require a minimum of twenty-five (25') foot servitude on both sides.*

37.206 When a proposed ditch must discharge into a major unlined canal, the subdivider shall be required to enclose the ditch, under the access strip of the major canal, in a metal pipe. The pipe shall extend four (4) feet into the canal beyond the side slope, and shall discharge into a concrete flume that extends a minimum of five (5) feet into the bottom of the canal. Flume shall be constructed immediately after conduit is installed.

37.207 Unless drainage channels are being dedicated or developed for recreational or other public or private open space use, the subdivider shall construct a five (5) foot chain link fence along channels referred to in Section 37.205 C, D and E.

37.208 The *Designated Review Engineering Agency* shall operate under the direction of and be subject to the control of and follow regulations established by the parish planning commission.

37.209 Hydraulic calculations shall be stamped by a Professional Engineer and submitted with Construction Plans.
SANITARY SEWERAGE

GENERAL 38.100

38.101  All subdivision sewer lines, and treatment plant or treatment facilities shall have the approval of the LOUISIANA DEPARTMENT OF HEALTH AND HOSPITAL REGULATIONS (DHHR) and the DESIGNATED REVIEW ENGINEERING AGENCY.

SANITARY SEWERAGE REQUIREMENTS 38.200

38.201  Subdivisions developed in the vicinity of operating sewer systems or districts shall tie-in to the system if it is adequate to handle the additional sewerage and provide collection lines to the property line of each lot.

38.203  For subdivisions with more than 8 lots, where the lots are smaller in size than 1 acre, the developer shall provide for an approved sanitary sewage community collection and treatment system.

38.204  All Sanitary Sewer mains shall be tested in the following manner.
(A)  Low Pressure Air Test – Contractor shall test sanitary sewer mains with a low-pressure air test as per industry standards.

(B)  Mandrel Test – A rigid “Go-No-Go” mandrel shall be run through the sewer mains to test for deflections.

(C)  Post-Construction Smoke Test – After all other utilities have been installed the contractor shall perform a smoke test of the sewer mains and service lines to insure system integrity.

38.205  The Consulting Engineer and/or Testing laboratory shall certify (in writing) that these tests are conducted and passed. Any segments not passing these tests shall be repaired and re-tested. Certifications shall be submitted to the Designated Review Agency and/or the Department of Public Works upon completion of said test.

38.206  Any community sewage treatment facility shall be no closer than 100 feet to an existing residence. All community sewage treatment plant sites shall be enclosed with a six (6) feet solid fence.

Note: There is no Section 38.202
UTILITIES

WATER  39.100

39.101  If an approved water system is accessible, the sub divider must tie-in and provide water service to each lot.

39.102  If no water system is accessible, the sub divider shall:

   A.  In subdivisions of less than twenty (20) lots, either (1) provide a system serving each lot with an adequate supply of potable water; or (2) state on his final plat that purchasers of individual lots will be required to install their own approved water wells.

   B.  In subdivisions of twenty (20) lots or more, install an approved system and service each lot with potable water for normal needs.

39.103  All water supplies and distribution systems must be approved by the LOCAL HEALTH AUTHORITY and the LOUISIANA DEPARTMENT OF HEALTH AND HOSPITAL REGULATIONS (DHHR).

39.104  Water lines shall be located on the street right-of-way and placed on the opposite side of the street from the sanitary sewer line except where a majority of lots to be served are on one side of the street right-of-way, then, the water line may be moved to the same side as the sewer line.

39.105  A.  All newly constructed water distribution lines for either new water systems or extensions to existing systems, will be designed and constructed in accordance with the criteria established by the Department of Public Works in conjunction with the utility company providing water service to subdivisions to provide adequate flow capacity and pressure required for fire protection in that area.  The minimum pipe size providing fire protection will be eight (8”) inches.  Fire hydrants with cut-off valves at entrances to the subdivision and at intervals within the subdivision so that no house is further than four hundred (400) feet from a fire hydrant shall be provided for by the developer.

   B.  The design and construction shall allow the system’s performance to be consistent with generally accepted
standards for fire defense and, thereby allow favorable credit in accordance with established evaluation procedures, as promulgated by the Insurance Service Office and/or Property Insurance Association of Louisiana.

C. Materials and methods used to construct the systems will be of such quality and standards as approved for fire defense by Underwriter's Laboratories, Inc. and/or The American Waterworks Association.

ELECTRICAL AND TELEPHONE SERVICE AND STREET LIGHTING  39.200

39.201 Electrical and telephone facilities shall be located in servitudes. If underground power and/or underground telephone facilities are used, they shall be placed on opposite sides of the servitude.  *(See Section 39.401 for specific location)*

39.202 Street lights may be placed on either or both sides of the street right-of-way, or in the center of the median strip of a boulevard, as dictated by the illumination design.  *(See Section 39.401 for specific location)*

39.203.1 Street lights shall be provided by the developer for all major subdivisions.

UTILITES LOCATION  39.400

39.401 With the *Designated Engineering Review Agency's* recommendation, the Planning & Zoning Commission shall have the authority to waive or alter locational requirements where there is conflict or where sound engineering practice would be subverted.
The purpose of the preliminary plan is to show, geographically, all facts needed to enable the Planning Commission, the Department of Public Works and other parish agencies, to determine whether the proposed layout of the land in question is satisfactory from the standpoint of public interest and will meet the requirements of these regulations. Changes may be necessary in the preliminary plan before it can be finally approved. Approval of a preliminary plan does not constitute the approval of a final plat.

Note: There is no Section 40.100

40.201 The following information shall be included on the preliminary plat:

A. **Title**: The title under which the proposed subdivision is to be recorded; the location of the property to be subdivided; the name of the owner or owners and/or the subdivider; and the name of the engineer, surveyor or landscape architect, if any, who is platting the tract.

B. **Boundary lines and existing improvements**: Boundaries of the subdivision location; width and names of streets adjoining the subdivision; section and township lines; indication of incorporated areas, sewer districts, zoning districts, school districts and other legally established districts; all water courses, drainage ditches, wooded areas, and other features within the area to be subdivided as well as the same facts regarding adjacent property.

C. **Adjoining property**: The names of all adjoining subdivisions, the names, addresses and record owners of adjoining tracts of unsubdivided property and all adjoining tracts of unsubdivided property and all adjoining lots and streets adjacent to and touching the proposed subdivision. The names and addresses of record owners of adjoining properties to and touching the proposed subdivision shall also be listed on a separate sheet of paper submitted with the preliminary plan.
D. **Features of proposed subdivision**: The proposed location, names and width of streets; layout, and approximate dimensions of lots; any other necessary descriptions of lots, servitudes and easements; and location and dimensions of existing buildings, if any; and subdivider's front building lines with setbacks.

E. **Drainage ditches**: Existing drainage ditches, drainage ditches from the proposed subdivision to the ultimate major drainage ditch, canal or waterway and a contour map where terrain might affect location of ditches.

G. **Streets**: Statement of proposed street improvements, including contour map where terrain might affect location of street.

H. **Special use areas**: Location and size of proposed parks, playgrounds, church or school sites or other special uses of land to be considered for dedication to public use.

I. **North point, scale and date**.

J. **Vicinity map**: A key or vicinity map at 2,000' scale for subdivisions of more than twenty lots, or at 500' scale for subdivision or re-subdivisions of less than twenty lots, showing existing streets, roads, drainage channels and buildings within 1,000' of the property being subdivided.

K. **F.E.M.A. Flood Plane Delineation and Designation and Designation and Inundation/100 year flood elevation.**

L. **Wetlands Determination**.

M. **General Subdivision Information as outlined in 40.101.**

N. **Location Map Information as outlined in 40.102.**

O. **Total acreage involved in the proposed subdivision and total remaining adjacent owned by the**
developer and the location thereof.

P. All existing curves on public streets located within one-fourth (1/4) mile of the proposed subdivision entrances or a statement that no curves exist on public streets within one-fourth (1/4) mile of the proposed subdivision entrances.

40.202 The preliminary plat shall be legibly drawn on paper with minimum dimensions of 11" X 17".

40.203 When required by the planning commission or Designated Engineering Review Agency, the preliminary plat shall be accompanied by profiles showing existing ground surface and proposed street grades, including extensions for a reasonable distance beyond the limits of the proposed subdivision grading, roadway and sidewalk; preliminary plan of proposed sanitary and storm water sewers with grades and sizes indicated. All elevations shall be based on a datum plane approved by the Designated Engineering Review Agency.

PLATS AND DATA FOR FINAL APPROVAL 40.300

40.301 The final plat shall be legibly drawn and shall be a minimum dimension of 11" x 17" which can be legibly reproduced. Where necessary, the plat may be on several sheets accompanied by an index sheet showing the entire subdivision. For large subdivisions, the final plat may be submitted for approval progressively in contiguous sections satisfactory to the planning commission. The final plat shall show the following:

A. Primary control points, approved by the Designated Engineering Review Agency, or descriptions and "ties" to such control points, to which all dimensions, angles, bearings, and similar data on the plat shall be referred.

B. Tract boundary lines, right-of-way lines of streets, servitudes, and other rights-of-way, and property lines of residential lots and other sites; with accurate dimensions, bearings or angles, and radii, arcs, and central angles of all curves.

C. Name and right-of-way width and bearing of each street or other right-of-way.
D. Location, dimension, bearing and purpose of any servitude.

E. Number, letter, or combination thereof to identify each lot or site.

F. Purpose for which sites, other than residential lots, are dedicated or reserved.

G. F.E.M.A. Flood Plane Delineation and Designation.

H. Location and description of permanent monuments shall be placed at all angle points on subdivision boundaries and street intersections.

I. Name of record owners of adjoining unplatted land.

J. Reference to recorded subdivision plats of adjoining platted land by record name, date and number.

K. Certification by registered land surveyor certifying to accuracy of survey and plat.

L. Copy of title showing that applicant is the land owner, if requested by the Designated Review Engineering Agency.

M. Statement by owner dedicating streets, rights-of-way, and any sites for public uses.

N. Title, scale, north arrow, and date.

O. Permanent Bench Mark required on all final subdivision plats.

40.302 A statement signed by the owner and subdivider to the effect that no person shall provide or install a method of sewage disposal, except connection to an approved sanitary system, until the method of sewage treatment and disposal has been approved by the local health authority.

40.303 Restrictive covenants or trusteeships and their periods of existence to apply to lots in the subdivision shall be signed by the
owner or his agent and recorded in the office of the parish recorder, and references to such instrument shall be made on the plat and a copy shall be furnished to the planning commission.

40.304 The approval and signature of the Planning Commission Chairman or his designated representative shall be shown on the final plat.

40.307 Such other certificates, affidavits, endorsements, or deductions as may be required by the planning commission in the enforcement of those regulations.

Note: There are no Sections 40.305 and 40.306
CONSTRUCTION

CONSTRUCTION  50.100

50.101 When approved construction plans, which shall include culvert drawings showing locations, sizes and gages thereof, shall have been filed with the planning commission, the sub divider, after notifying the chairman or his designated engineering review agency, in writing, and obtaining a construction permit, may construct the required improvements.

50.102 Construction shall be reviewed and inspected by the Designated Engineering Review Agency and the Department of Public Works. The Designated Engineering Review Agency and the Department of Public Works shall establish detailed inspection requirements for each project.

50.103 Neither the Designated Engineering Review Agency nor the Development Permit Officer shall accept any construction work which is in such condition as it will require needed and excessive maintenance by the public.

50.104 In lieu of immediate construction of improvements, the sub divider may provide the commission with a performance surety bond securing to the government the satisfactory construction of the proposed improvements within a period of not more than two (2) years from the date of such bond. The amount of the bond shall be approved by the Designated Engineering Review Agency and the form of the bond shall be approved by the government’s parish attorney. The bond shall be subject to cancellation only upon written approval of the Designated Engineering Review Agency. The bond shall be issued by a company listed with the U.S. Treasury Circular 570.

50.105 Testing: The Designated Engineer Review Agency shall approve the testing laboratory selected by the developer/contractor. The Designated Engineer Review Agency is to determine the extent of testing required by the developer/contractor at his selected laboratory and may order testing as it deems appropriate and necessary. The developer/contractor is to pay for these testing services.
50.106 Inspection: Inspection shall be required on all developments. The Designated Review Agency or Department of Public Works shall designate inspection personnel as necessary. The developer/contractor shall pay all fees established by the Planning Commission for resident inspection prior to the commencement of any construction.

ACCEPTANCE OF IMPROVEMENTS 50.200

50.201 Upon the satisfactory completion of construction, the subdivider shall obtain written final approval and acceptance from the Department of Public Works. (See 20.401).

50.202 For a period of twelve (12) months after acceptance of the work, the subdivider shall keep all filled trenches, pipes, manholes, structures, paving, lights, etc. constructed by him in good condition, making repairs to such defects in materials or workmanship as may develop or be discovered. The subdivider shall file with the commission, a Maintenance Surety Bond furnished by companies listed in the U.S. Department of Treasury Circular 570 or a cash bond (Cashier's Check or Certified Check payable to the Parish of Ascension), securing to the government the satisfactory performance of this work for a period of one (1) year from the date of such bond. The amount of the bond shall be ten (10) percent of the cost of the improvements as approved by the Designated Engineering Review Agency. The form of the bond shall be approved by the local government's parish attorney. The bond shall be subject to cancellation only upon written approval of the Designated Engineering Review Agency.

50.203 Submit one (1) complete set of “AS-BUILT” drawings on electronic media as approved by the Technology Department and one (1) complete “Blue Line” set of full size (24” x 36”) prints. This set shall include construction drawings showing roadway sections, plan and profile sheets, all drainage structures and ditches, sanitary sewer layout and “WYE” record. Above shall be submitted to the Ascension Parish Department of Public Works, Engineering Section.

CONDOMINIUMS 50.300

50.301 Condominium developers shall be required to follow all procedures and regulations contained herein for streets, alleys, servitudes, drainage, sanitary sewerage, utilities, plats and data and construction as provided for subdivision that are not in conflict with the Louisiana Condominium Act contained at LSA-
R.S. 9:1121.107 et sequitur.
The following procedures shall be followed for the hardship subdivision of family property, each containing at least one-half (1/2) of an acre:

A. **All** provisions of the subdivision regulations shall be followed except the requirements under “Construction standards” for concrete, asphalt or hard surface roads and streets, (see 31.300), except that dead-end forty (40') foot wide servitudes of ingress and egress dedicated right-of-ways may be allowed where it is unlikely that they will ever become through streets as determined by the Planning Commission and except as twenty (20') foot driveway servitudes may be allowed going from a public road to a single residence or structure situated on a lot. The driveway may not be used to service additional lots. When any subdivision under this part contains five (5) or more lots, the minimum construction standard for the private access servitude shall be:

Within the private access servitude, a road shall be built at least twenty (20) feet in width on a roadbed at least twenty-four (24) feet in width with adequate drainage ditches on either side. This road shall be constructed prior to the first building permit being issued for any lot being served by this private servitude of access.

The private access servitude shall be the following width:

- 1 - 3 lots being created - 40'
- 1 - 5 lots being created - 50'
- 1 - 7 lots being created - 60'

In usual and exceptional circumstances where the required width servitude of ingress and egress would not allow the hardship subdivision of family property, the Planning and Zoning Commission may grant a variance on the width of the servitude of ingress and egress. In no event, however, shall
the width of said servitude be less than thirty (30') feet.

B. It shall be the duty of the planning commission to review proposed hardship family partitions meeting the requirements of this section to insure that the criteria are present within the definition of a family partition (The division or subdivision of any lot, tract or parcel of land by act(s) of partition among co-heirs or donation consideration and/or other approved means from parent(s) to their children or grandchildren or children of deceased children or children to their parent(s) in hardship situations).

1. The applicant shall be required to secure a letter of no objection from the Ascension Parish Health Unit for sewerage and provide it to the planning commission.

2. The letter from the Health Unit shall be filed with the planning commission and all requirements set forth by the health unit for sewerage approval shall be adhered as well as all federal, state and local ordinances.

3. Any subdivision under this part containing more than eight (8) lots, where the lots are smaller than one (1) acre, are required to have a community sewer collection and treatment system. This provision shall apply if any subsequent divisions of lands among family members increases the number of lots to eight (8) lots or greater.

C. The chairman of the planning commission shall sign hardship family partition plats if the planning commission finds that a genuine hardship exists and subject to the regulations contained herein. If the criteria within the definition of family partition are not met for the subdivision in its entirety, then the applicant(s) shall be advised of the appropriate subdivision requirements, where applicable.

D. The hardship family partition plat shall contain the signature of the subdivider and the name of each family member on each lot to be transferred and said lot shall then be transferred by the subdivider only to that family member. The plat shall contain
an affidavit to be signed by the subdivider verifying that he will only transfer each lot to the designated family member. In addition, the plat and all conveyance documents for transfers pursuant to the plat in addition shall contain the following language:

The roads and streets shown on this plat are private and not public roads and streets and are to be developed and maintained by the lot owners only. The Parish of Ascension shall not maintain, upgrade or accept said roads into the public system unless and until brought up to hard surface and all other standards by the lot owners or developer, according to the subdivision regulations for the Parish of Ascension. The subdivider and lot owners further are put on notice that school busses do not or are not required to travel down private roads and it is the obligation of the lot owners to bring their children to a public road for school bus pick up.

E. The plat shall be approved by the planning commission but shall not be signed by the planning commission chairman nor released for recordation until all conveyance documents according to the plat have been recorded. Upon approval, the planning commission shall submit a copy of the minutes to the developer showing such approval subject to the recordation of the transfer documents and true copies being submitted to the planning commission. This recordation must be done within ninety (90) days of approval by the planning commission. True copies of the conveyance documents shall be submitted to the planning commission at which time the plat shall be signed by the planning commission chairman and released to the subdivider who shall then record the plat and forward the recording information to the planning commission.

F. Violations for the illegal development of family
subdivisions or for the illegal transfer of lot(s) or tract(s) shall carry the same penalties as provided in Section 70.100 et seq.

G. No more than one (1) private driveway servitude, of at least twenty (20') feet in width, shall be allowed across a tract or lot as said tract or lot exists at the time that approval is given by the Planning & Zoning Commission for the driveway servitude. Even if said existing tract or lot is subsequently subdivided, no further driveway private servitudes shall be allowed.

H. The following dedication note for a private driveway servitude signed by the property owner must be placed on the re-subdivision plat which creates the driveway servitude:

"The private driveway servitude shown hereon is hereby dedicated as a means of access to Lot ______. No trees, shrubs or other plants may be planted, nor shall any building, fence, structure, or improvements be constructed or installed within or over any private driveway servitude so as to prevent or unreasonably interfere with the purpose for which the servitude is granted. The Parish of Ascension has no responsibility for the maintenance of this private driveway servitude."

I. Adjoining property: The names, addresses and record owners of adjoining tracts of unsubdivided property and all adjoining tracts of unsubdivided property and all adjoining lots and streets adjacent to and touching the proposed subdivision shall be included on the plat. The names and addresses of record owners of adjoining properties to and touching the proposed family partition shall also be listed on a separate sheet of paper submitted with the plat.

LARGE SCALE DEVELOPMENT  60.200

60.201 The standards and requirements of these regulations may be modified by the planning commission in the case of a plan and program for a new town, a complete community, or a neighborhood unit, which in the judgment of the planning
commission provide adequate public spaces and improvements for circulation, recreation, light, air, and service needs of the tract when fully developed and populated, and which also provide such covenants or other legal provisions as will assure conformity to and achievement of the plan.

TOWNHOUSE SUBDIVISION: 60.300

60.301 The commission may approve townhouse subdivisions under the following conditions:

Site Plan and Design Criteria and Details:

A) Not more than six continuous townhouses shall be built in a row with the same or approximately the same front building line, and not more then 12 townhouses shall be contiguous.

B) Minimum lot width, on which the town house is to be constructed, shall be 18 feet and the minimum lot shall be 1440 square feet.

C) Separation requirements: No portion of a townhouses or accessory structure in or related to one group of contiguous townhouses shall be closer than 20 feet to any portion of a townhouse or accessory structure related to another group, or to any building outside the townhouse area nor shall any structure be less than 20 feet from a public street right-of-way.

D) Yards: There shall be a 25 foot yard along sides and rear of each townhouse sight. Each townhouse shall have its own lot yard space (or enclosed courtyard area) of at least 400 square feet, reasonably secluded from view of streets or from neighboring property. Such yards shall not be for off street parking of for any accessory building.

E) Parking requirements: Parking shall be grouped in bays, either adjacent to streets or in the interior of blocks. Practicable methods of drainage shall be assured by developers in connection with common parking facilities, and all such facilities shall be improved to the same construction standards as the private access drives; there shall be at least one visitor parking space for each two units, which shall be provided in separate areas. Two parking spaces shall be provided on each townhouse lot.

F) Open space and Recreation Area: There shall be a site area of at least 3800 square feet per dwelling, unit including lots, common
open space, yards and buffer areas adequately landscaped, walkways and access drives, and including at least 200 square feet per dwelling unit of recreation space.

G) Design and Construction: The subdivision construction plans showing private access drives, drainage and location of utilities shall be subject to review and approval by the Department of Public Works and the Parish Engineer, after approval of the preliminary subdivision plan by the Planning Commission. Field Inspection during construction shall be performed as required with any typical subdivision.

1) Lots may front on private drives with access to a public street by means of a private servitude of access.
2) Interior access drives shall be at least 6” soil cement base with 1 1/2 asphaltic concrete wearing surface or better, at least 22 feet wide, with adequate drainage.
3) Parking areas shall be at least 65 feet wide where parking or carports are on both sides of a common drive, or at least 42 feet wide where there is parking on one side only except where diagonal parking is to be provided, parking areas shall be at least 57 feet wide for parking on both sides or 36 feet for parking on one side.

CAMPSITE SUBDIVISION 60.400

Individual hunting or fishing campsites that are inaccessible by public or private road for at least three (3) months out of the year shall, at the discretion of the planning commission be excepted from these subdivision regulations. Nothing herein shall, however, be construed to alleviate the campsite owner of the necessity of obtaining a permit as provided for in these regulations nor for being subject to the provisions of Section 70.103 hereinafter.

PRIVATE SUBDIVISION 60.410

The Commission may approve private subdivisions with gated or guard house entrances or entrance signs notifying the public of the private nature of the subdivision and improvements which subdivisions meet all of the Ascension Parish Subdivision Regulations. Streets in private subdivisions meeting all of the public street requirements of the subdivision regulations may remain private streets rather than public streets with responsibility for maintenance and upkeep of those streets being vested in the Developer and/or subdivision residents as spelled out in detail in the recorded subdivision restrictions as approved by the planning and zoning commission which subdivision restrictions shall
address the following issues: 1) school buses; 2) emergency vehicles; 3) public utilities access; and 4) street maintenance. The subdivision's restrictions shall be approved and filed prior to acceptance of the final plat.

CONDITIONS 60.500

60.501 In granting variances and modifications as provided for herein, the planning commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

DRIVEWAYS 60.600

60.601 A driveway, as defined in 10.303, of at least twenty (20’) feet in width, may be allowed.

VARIANCES 60.700

60.701 A. Whenever a tract to be subdivided is of such unusual size or shape or is surrounded by such development or contains unusual conditions that the strict application of the requirements contained in these regulations would result in real difficulties and substantial hardships or injustices, such requirements may be varied or modified by the Commission.

A. Standards for variances. No variance in the strict application of provisions of this ordinance shall be granted by the Commission unless it finds that the following requirements and standards are satisfied:

(1) The granting of the variance shall be in harmony with the general purpose and intent of the regulations imposed by this ordinance for the district in which it is located and shall not be injurious to the neighborhood or otherwise detrimental to the public welfare.

(2) The granting of the variance will not permit the establishment of any use which is not permitted in the district.

(3) There must be a showing of unique circumstances.

Commentary: There must exist special circumstances or conditions, fully described in the findings, applicable to the land or buildings for which the variance is sought,
which circumstances or conditions are peculiar to such land or buildings and do not apply general to land or buildings in the neighborhood, and which circumstances or conditions are such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of such land or building.

(4) There must be a showing of unnecessary hardship.

Commentary: It is not sufficient proof of hardship to show that greater profit would result if the variance were granted. Furthermore, the hardship complained of cannot be self-created; nor can it be established on this basis by one who purchases with or without knowledge of the restrictions; it must result from the application of this ordinance; it must be suffered directly by the property in question; and evidence of variance granted under similar circumstances shall not be considered.

(5) There must be a showing that a variance is necessary for the reasonable use of land or building and that the variance as granted by the board is the minimum variance that will accomplish this purpose.

(6) There must be showing that the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase the congestion in the public streets, increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhoods.

There must be a showing that the granting of the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. The Commission may prescribe any safeguard that it deems necessary to secure substantially that objectives of the regulations or provisions to which the variance applies.
FINES AND ENFORCEMENTS

FINES AND ENFORCEMENTS  70.100

70.101 Any person who violates any provision of the present subdivision regulations as revised herein shall, upon conviction by a court of competent jurisdiction, be penalized by a fine of not less than $100.00 nor more than $500.00. Each sale, residential lease, exchange or other disposition of any lot shall constitute a separate violation.

All fines and penalties shall be paid to the governing body of Ascension Parish, Louisiana.

70.102 In addition to the fines and penalties herein above provided, the planning commission of the Parish of Ascension shall have the power and authority to seek injunctive relief in any court of competent jurisdiction enjoining any person who is violation of the present subdivision regulations, as revised herein, so as to:

A. Prevent the sale, residential lease, exchange or other disposition of any lot in any subdivision not approved in accordance with the present subdivision regulations as revised.

B. Prevent the installation of utility systems within any subdivision or prevent utility service to any lot in any subdivision in violation of the present subdivision regulations as revised.

C. Prevent issuance of buildings and flood permits to any lot in any subdivision in violation of the present subdivision regulations as revised.

D. Prevent Board of Health approval of any water/sewage improvements for lot or parcel of land in any subdivision in violation of the present subdivision regulations as revised.

E. Prevent any lending institution from lending funds for the construction of any improvements on any lot or parcel of land in any subdivision in violation of the present subdivision regulations as revised.

70.103 No utility company shall provide electric, gas or other utility
services to any lot, nor shall any lending institution lend funds for the construction or improvements on any lot, nor shall any building permit agency issue any building permits for the construction of any improvements on any lot, tract or parcel of land, nor shall any attorney or notary pass a transfer of any lot, tract or parcel of land subdivided after April 1, 1993, as evidenced by the public records without first being presented with a plat of final approval from the engineer review agency or planning commission of the lot, tract, or parcel of land on which utility services are to be provided, or improvements to be constructed. Any person who violates any provision of the present subdivision regulations as revised shall, upon conviction by a court of competent jurisdiction, be penalized by a fine of not less than $100 nor more than $500. All fines and penalties shall be paid to the governing body of Ascension Parish.
On the following pages is a copy of the Planning Commission Review and Recordation Fee Schedule, copies of checklists for various aspects of subdivision development and sample copies to use as a guide in the preparation of bonds and agreements for the development of subdivisions. Please complete the blanks as applicable to the particular subdivision. It is required that the Planning Commission Office receive the original bond and agreement with a certified copy of Power of Attorney attached to the bond.
**EFFECTIVE: APRIL 13, 2005**

*Ascension Parish Planning Commission*

**Review and Recordation Fees**

<table>
<thead>
<tr>
<th>Service</th>
<th>Copies</th>
<th>Fee Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Plat Review</td>
<td>10</td>
<td>$1,500.00 plus $10.00 per lot</td>
</tr>
<tr>
<td>Construction Plan Review</td>
<td>2</td>
<td>$500.00 plus $50.00 per lot</td>
</tr>
<tr>
<td>Final Plat Review</td>
<td>10</td>
<td>$500.00 plus $10.00 per lot</td>
</tr>
<tr>
<td>Recordation fee:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 1/2&quot; x 14&quot;</td>
<td></td>
<td>$15.00 + $5.00 (certification fee) + $5.00 (handling fee) = $25.00</td>
</tr>
<tr>
<td>11&quot; x 17&quot;</td>
<td></td>
<td>$30.00 + $5.00 (certification fee) + $5.00 (handling fee) = $40.00</td>
</tr>
<tr>
<td>18&quot; x 24&quot;</td>
<td></td>
<td>$40.00 + $5.00 (certification fee) + $5.00 (handling fee) = $50.00</td>
</tr>
<tr>
<td>24&quot; x 36&quot;</td>
<td></td>
<td>$50.00 + $5.00 (certification fee) + $5.00 (handling fee) = $60.00</td>
</tr>
<tr>
<td>Bonds and Agreements Recordation fee:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First page</td>
<td></td>
<td>$13.00 + $5.00 (certification fee) + $5.00 (handling fee) = $23.00</td>
</tr>
<tr>
<td>Each additional page</td>
<td></td>
<td>$5.00</td>
</tr>
<tr>
<td>Minor Subdivision Review</td>
<td>6</td>
<td>$50.00 plus $10.00 per lot</td>
</tr>
<tr>
<td>Simple Division with Waiver</td>
<td></td>
<td>$500.00</td>
</tr>
<tr>
<td>Family Partition Review</td>
<td>6</td>
<td>$150.00</td>
</tr>
<tr>
<td>Certified mailing to adjacent property owners</td>
<td></td>
<td>$6.00 per lot</td>
</tr>
<tr>
<td>Mobile Home Park Review</td>
<td>10</td>
<td>$1,500.00 plus $10.00 per lot</td>
</tr>
<tr>
<td>Certified mailing to adjacent property owners</td>
<td></td>
<td>$6.00 per lot</td>
</tr>
</tbody>
</table>
PERFORMANCE SURETY BOND

STATE OF LOUISIANA
PARISH OF ASCENSION

KNOWN ALL MEN BY THESE PRESENTS, That (developers name and contractors name) ______________ of ______________ (city-state) __________ as Principal and (insurance company name and location) ______________ as Surety are held firmly bound unto PARISH OF ASCENSION and to all contractors, sub-contractors, journeymen, cartmen, truckmen, workmen, laborers, mechanics, and furnishers of materials jointly as their interest occur, in the sum of ______________ DOLLARS (____________) in lawful current money of the United States for which payment will and truly be made, we bind ourselves, our heirs, successors and assigns, in solido, by these presents.

Dated and signed at ______________ (city, state) ______________ this ______________ day of ______________, 20 ___.

THE CONDITIONS of this obligation are such that whereas, the above named principal did on the _____ day of ______________, 20 ___, enter into a certain contract with the PARISH OF ASCENSION, herein represented by the PARISH OF ASCENSION and Planning and Zoning Commission for the installation and construction of the following improvements, in accordance with plans prepared by ______________, Civil Engineer; Draining, excavation, vegetative mulch and seeding, street and traffic control signs/signals, final grading and miscellaneous clean up.

NOW THEREFORE, if the aforesaid principal shall well and truly and faithfully perform said contract and comply with all of its terms, covenants and conditions, according to its tenor and discharge all of said principal's obligations thereunder, and shall fully pay and discharge all of said principal's obligations to contractors, sub-contractors, journeymen, cartmen, workmen, laborers, mechanics and furnishers of materials employed and furnished in the execution of said contract, then this obligation shall be null and void; otherwise to be and remain in full force, effect and virtue. Surety agrees to perform principal's obligations in the event of default of the principal.

IN TESTIMONY WHEREOF, we have hereunto set out hands, in the presence of the undersigned competent witnesses, this day, month and year above written.

WITNESSES: ____________________________ (Developer)

By: ________________________________

______________________________ (Contractor)

By: ________________________________

(Surety Company, city and state) Attorney-in-Fact
AGREEMENT FOR DEVELOPMENT OF SUBDIVISION

STATE OF LOUISIANA
PARISH OF ASCENSION

THIS AGREEMENT made and entered into this ________________ day of ____________, 20__ by and between ________________ herein represented by ________________ hereinafter designated as Owner, and the Parish of Ascension, herein represented by the Parish President, Ronnie Hughes.

WHEREAS, the Owner owns and desires to develop Lots ______ through ______ of ______ located in the Parish of Ascension, Louisiana; and ,

WHEREAS, the final plat of ________________ showing Lots ___ through ___, will be given final approval by the Planning Commission and Council of Ascension, upon the Owner posting a bond insuring the satisfactory installation and construction of the following improvements:

____________________________________________________________________________________________
____________________________________________________________________________________________
__________________________________________________

as shown on the plans prepared by ______________________, Civil engineer, attached hereto and made apart hereof, according to the terms and conditions of this agreement; and,

WHEREAS, the owner now desires final approval of the Plat of Lots ____ through ____ of ______________________ prior to the installation and construction of the above described improvements, which improvements will be installed and constructed at the Owner's sole cost and expense:

NOW, THEREFORE, it is hereby agreed by and between the Owner and the Parish of Ascension that for and in consideration of the final approval of Lots ____ through ____ of ______________________. Owner binds and obligates himself within 12 months from date hereof, to install and construct the described improvements in accordance with plans prepared by ______________________, Civil Engineer, which plans meet requirements of the Parish of Ascension and have been approved by the Ascension Parish Planning Commission Engineering Review Agency.
The Owner, in order to further insure faithful performance of said obligation, has executed a surety bond in the amount of ____________________________ Dollars (__________), which bond is attached hereto and made a part hereof, to guarantee the installation and construction of the following improvements: ____________________________ according to plans and specifications therefore. Said bond by be cancelled only after said work has been completed, inspected and approved by written acceptance of the Parish of Ascension.

The above described improvements shall be constructed under the supervision of ____________, Civil Engineer, in full compliance with the specification and requirements of the Parish of Ascension and when completed said engineer shall furnish the Engineering Review Agency with a certificate of satisfactory completion.

It is further understood by and between the parties to this agreement that in the event said improvements are not constructed within ____ months from date hereof, Parish of Ascension shall have and is hereby granted the right, without putting the said Owner in default, to ipso facto call upon the said surety to complete the improvements hereinabove described, and in default of the surety promptly causing each improvements to be constructed according to the plans and specifications therefore, the Parish of Ascension shall have the right to cause the improvements to be made and to incurred in the construction thereof.

IN WITNESS WHEREOF, these presents have been signed in the presence of the undersigned competent witnesses, at Ascension Parish, Louisiana, on this ______________ day of _____, 20__.

WITNESSES:

________________________________________

By: ________________________________
   (Company/Individual's name)

________________________________________

By: ________________________________
   Parish of Ascension
   Parish President
PERFORMANCE CASH BOND AGREEMENT

THIS AGREEMENT made and entered into this ____ day of ____, 20__ by and between ________________, hereinafter designated "Owner" and the "Parish of Ascension" herein represented by the Honorable Ronnie Hughes, President.

WHEREAS, the owner owns and desires to develop Lot(s) ______ thru ______ in the subdivision known as ________________________________, which will be given final approval by the Planning & Zoning Commission of the Parish of Ascension upon owner posting a Performance Bond, agreeing to complete the following constructed improvements: ____________________, as shown on the plans prepared by ____________________, Engineer, attached hereto and made a part hereof according to the terms and conditions of this agreement; and

WHEREAS, the owner now desires final approval of the plan of Lot(s) ______ thru ______, in said subdivision prior to the posting of the Performance Bond for the described improvements already constructed.

NOW THEREFORE, it is agreed by and between the owner and the Parish of Ascension that for and in consideration of the final approval of Lot ________, in said subdivision, owner binds and obligates himself within ________ months from date hereof, to complete said described improvements in accordance with the plans prepared by the engineer previously mentioned, which plans meet the requirements of the Louisiana State Board of Health and have been approved by the Building Official for the Parish of Ascension.

Should owner fail to complete the improvements within ________ months, owner hereby authorizes the Parish of Ascension to cash the check of owner and complete the improvements and to take any and all other necessary steps it deems appropriate to recover all of its expenses, costs, fees, salaries, etc. incurred in said completion against owner and against ____, in rem.

The owner, in order to further insure faithful performance of said obligation, has executed a Cashier's Check in the amount of ____________________, which owner represents is the total amount of the Performance Bond, the Cashier's or Certified Check will be returned to owner in return for the Performance Bond being filed, or the work being satisfactorily completed.

IN WITNESS WHEREOF, these presents have been signed in the presence of the undersigned competent witness at Gonzales, Louisiana this ____ day of ____, 20__.  

WINESSES:  

________________________  

________________________  

________________________  

________________________  

OWNER:  

BY: ______________________  

(Owner's Name)  

PARISH OF ASCENSION  

BY: ______________________  

Parish President
MAINTENANCE SURETY BOND

KNOW ALL MEN BY THESE PRESENTS:

That

as Principal, and _____________________________ as Surety, are held

and firmly bound unto _____________________________

as Obligee, in the full and just sum of

______________________ DOLLARS (_______________________) lawful money of the
United States, to the payment of which sum, will and truly to be made, the Principal and
Surety bind themselves, their and each of their heirs, executors, administrators, successors and
assigns, jointly and severally, firmly by these presents.

WHEREAS, The Principal has entered into a written contract dated

with obligee for MAINTENANCE SUBDIVISION BOND FOR (name of Subdivision)

SUBDIVISION, PARISH OF ASCENSION.

and WHEREAS, said contract provides that the Principal will furnish a bond conditioned to
guarantee for the period of 1 year (12 months) after approval of the final estimate on said job,
by the owner, against all defects in workmanship and materials which may become apparent
during said period.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that, if the
Principal shall indemnify the Obligee for all loss that the Obligee may sustain by reason of any
defective materials or workmanship which become apparent during the aforesaid period, then
this obligation shall be void, otherwise to remain in full force and effect.

Signed, sealed and dated ________________________________.

Principal (Seal)

Witness

by ________________________________

Witness

by ________________________________

Attorney-in-Fact
MAINTENANCE SURETY BOND AGREEMENT

STATE OF LOUISIANA
PARISH OF ASCENSION

THIS AGREEMENT made and entered into this ______ day of ________, 20___ by and between ___________________________ herein designated as Principal and the Parish of Ascension, herein represented by the Parish President, Ronnie Hughes.

WHEREAS, the Principal desires to maintain Lots ______ through ______ of ________ Subdivision, and all streets and improvements in said subdivision leading thereto or connected therewith, located in the Parish of Ascension, Louisiana; and

NOW, THEREFORE, it is hereby agreed by and between the Principal and the Parish of Ascension that for and in consideration of the approved final plat of Lots _____ through _____ of ________ Subdivision, Ascension Parish, Louisiana; Principal binds and obligates himself for twelve (12) months from date hereof, to maintain the streets and improvements of ________ Subdivision development leading to and connecting with said lots.

BE IT KNOWN; The Owner, in order to further insure faithful maintenance of said obligation, has executed a surety bond in the amount of _________________ Dollars ($______), which bond is attached hereto and made a part hereof, to guarantee the maintenance of ________ Subdivision for twelve months (12) months or until said obligation(s) pass inspection and approved by written acceptance of the Parish of Ascension.

WHEREAS, THE CONDITION OF THE OBLIGATION IS SUCH that, if the Principal shall repair all streets and improvements that become defective during the one (1) year period of time of this bond or if the Principal shall indemnify the Obligee for all loss that the Obligee may sustain by reason of any defective materials or workmanship which become apparent during the period one (1) year from and after approval of the final plat on said project, then this obligation shall be void, otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED ________________________________.

________________________________
Witness (Principal)

________________________________
Witness Parish of Ascension

By: ____________________________
Parish President
STATE OF LOUISIANA
PARISH OF ASCENSION

THIS AGREEMENT made and entered into this ___ day of ______, 20___ by and between _________________________, herein designated as "Principal" and the "Parish of Ascension" herein represented by the Parish President, Ronnie Hughes.

WHEREAS, the Principal desires to maintain Lots ______ through _______ in the subdivision known as ______________________ subdivision, and all streets and improvements in said subdivision leading thereto or connected therewith, located in the Parish of Ascension, Louisiana; and

NOW, THEREFORE, it is hereby agreed by and between the Principal and the Parish of Ascension that for and in consideration of the approved final plat of Lots ______ through _______ of ______________________ Subdivision, Ascension Parish, Louisiana; Principal binds and obligates himself for twelve (12) months from the date hereof, to maintain the streets and improvements of ______________________ Subdivision development leading to and connecting with said lots.

BE IT KNOWN; The Principal, in order to further insure faithful maintenance of said obligation, has executed a "Cashier's Check" in the amount of ________________________ Dollars ($__), which is attached hereto and made a part hereof, to guarantee the maintenance of ______ Subdivision for twelve months (12) or until said obligation(s) pass inspection and approved by written acceptance of the Parish of Ascension.

WHEREAS, THE CONDITION OF THE OBLIGATION IS SUCH that, if the Principal shall repair all streets and improvements that become defective during the one (1) year period of time of this bond or if the Principal shall indemnify the Obligee/Parish of Ascension for all loss that the Obligee/Parish of Ascension may sustain by reason of any defective materials or workmanship which become apparent during the period of one (1) year from and after approval of the final plat on said project, then this obligation shall be void, otherwise to remain in full force and effect.

Should Principal default on his obligation to maintain said subdivision for a period of twelve (12) months, then he does authorize the Parish to consider Principal in default and to declare the Cashier's Check forfeited unto the Parish, without any further proceedings.

SIGNED, SEALED AND DATED ____________________________.

_________________________________
(Witness) __________________________________

____________________________________________________________________
Name: __________________________________
Address: ________________________________

_________________________________
(Witness) ______________________________

____________________________________________________________________
Parish of Ascension ______________________________

_________________________________
Parish President ____________________________
1. Developer's consulting engineer to submit attached Pre-Application Meeting Request Form along with all required attachments in electronic form to the ERA via e-mail (sherrow.csrsonline.com).

2. ERA forwards request for Traffic and Drainage Forms to DPW / Planning Office with a copy to Charles Becnel.

3. DPW/Planning complete drainage and traffic forms and returns to ERA with a copy to the Planning Commission (Charles Becnel).

4. Planning Commission (Charles Becnel) contacts consulting engineer and ERA to set up Pre-Application meeting.

5. Consulting Engineer shall bring the following items to the Pre-Application Meeting:
   - All forms and required attachments listed on request form
   - Proposed Preliminary Plat
   - Pre-Application Meeting Checklist
   - Engineer in responsible charge of the Drainage Impact Study is required to attend the Pre-App Meeting

NOTE: Lance Brock will be the Planning Commission contact in lieu of Charles Becnel for development agreement meetings.
Ascension Parish Planning & Zoning Commission

Pre-Application Meeting Request Form

Name of Development ____________________________________________

Type of Submittal  ☐ Subdivision  ☐ Development Agreement

Name and Address of Developer _____________________________________

_________________________________________________________________

_________________________________________________________________

Engineering/Surveying Firm Representing Developer ____________________________

Professional Engineer in Responsible Charge of Design ____________________________

E-mail address of engineer in responsible charge ________________________________

List number of residential lots/units proposed and/or square feet of commercial

_____ Single Family

_____ Zero Lot Line

_____ Condominium

_____ Apartments

_____ Retail

_____ Office

Required Attachments (electronic)

1. Lot and block map with proposed development hatched
2. Drainage request form
3. Traffic request form
4. Aerial photograph or base map with LIDAR contours for the proposed project and surrounding property depicting existing ridge lines and existing drainage channels
5. Copy of FEMA flood map with proposed development delineated
Ascension Parish Planning & Zoning Commission

Pre-Application
Traffic Information Form

INFORMATION PROVIDED BY DEVELOPER

Proposed Development Name ______________________________________________________

Property Location & Description (Attach Quadrangle Map) __________________________________

Road Providing Access & Egress to Development _________________________________________

<table>
<thead>
<tr>
<th>No. of Lanes</th>
<th>Posted Speed</th>
<th>mph</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Developer __________________________________________________________

Engineer: (Name & Address) _____________________________________________

Name & Fax Number of Contact ____________________________________________

INFORMATION PROVIDED BY DEPARTMENT OF PUBLIC WORKS

Roadway: [ ] Rural / [ ] Urban  [ ] City / [ ] Parish / [ ] State

Design Speed _________ mph

Existing Traffic Counts

<table>
<thead>
<tr>
<th>ADT</th>
<th>vpd</th>
<th>AADT</th>
<th>vpd</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Information __________________________________________________________

Nearest Signalized Intersection

Intersection Information _________________________________________________________

_____________________________________________________________________________
Traffic History for Area

Planned or Current Improvements

DPW Comments

Note: Information provided hereon is what is currently available. Ascension Parish Department of Public Works has not specifically performed traffic counts for this development and does not warrant that all information required to perform an acceptable Traffic Impact Analysis for this development has been or will be provided by Department of Public Works. Any additional information necessary shall be provided by the developer/subdivided at his or her cost.

Signed ____________________________  Date ____________________________
DPW Representative
INFORMATION PROVIDED BY DEVELOPER

Proposed Development Name _______________________________________________________

Property Location & Description (Attach Quadrangle Map) _______________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

Developer _______________________________________________________________________

Engineer: (Name & Address) _______________________________________________________

Name & Fax Number of Contact __________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

INFORMATION PROVIDED BY DEPARTMENT OF PUBLIC WORKS

Flood Zone
Community Number _____________________________________________________________
Panel Number & Suffix __________________________________________________________
Date of FIRM Index _____________________________________________________________

100-Yr Base Flood Elevation (with datum) __________________________________________

Record Inundation Elevation (with datum) __________________________________________

Outfall Stream
10-Yr Design Water Surface Elevation (with datum) _________________________________

Known Flooding Problems _______________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________

Planned or Current Drainage Improvements in the area __________________________________

_____________________________________________________________________________

_____________________________________________________________________________

DPW Comments ________________________________________________________________

_____________________________________________________________________________

Signed ____________________________ Date ____________________________

DPW Representative
Per the Ascension Parish Subdivision Regulations (Section 40.100), the following information shall be provided at the time of the Pre-Application Review Meeting. This form constitutes all items required for a Preliminary Plat submission. Three (3) copies of all plats/maps are to be brought to the Pre-Application Review Meeting.

A. **Title:** (Section 40.201.A)
   - Name of Subdivision/Development
   - Location of Property shown on a quad map
   - Name of Developer/Owner
   - Name of Engineer/Land Surveyor
   - Name, Address & Phone Number of Contact

B. **Boundary Lines and Existing Improvements:** (Section 40.201.B)
   - Boundaries of Subdivision Location
   - Names & Widths (R/W & Pavement) of Adjoining Streets
   - Section & Township Lines
   - Incorporated Areas
   - Zoning Districts

C. **Adjoining Property:** (Section 40.201.C)
   - Names of Adjoining Subdivision

D. **Features of Proposed Subdivision:** (Section 40.201.D)
   - Proposed Location, Names, and Widths of Streets
   - Layout & Approximate Lot Dimensions
   - Method of Sewage Disposal
   - Sewer Plant & Outfall Location

E. **Drainage Ditches:** (Section 40.201.E)
   - Drainage From Proposed Subdivision to Ultimate Drainage Channel
   - Contour Map Where Terrain May Affect Location of Ditches

F. **Special Use Areas:** (Section 40.201.H)
   - Location and Size of Proposed Parks, Playgrounds, Church or School Sites or Other Special Land Uses

G. **North Point, Graphic Scale, and Date** (Section 40.201.I)

H. **Vicinity Map** (Section 40.201.J)

I. **Total acreage involved in the proposed subdivision and total remaining adjacent property owned by the developer or seller and the location thereof.** (Section 40.201.O)
Ascension Parish Planning & Zoning Commission

Preliminary Plat & Submittal Checklist

Date of Submitted ____________________________

I. Preliminary Plat

☐ Legibly drawn on paper with minimum dimensions of 11” x 17"

A. Title: (Section 40.201.A)
   ☐ Name of Subdivision/Development
   ☐ Location of Property (Section, Township, Range)
   ☐ Name of Developer/Owner
   ☐ Name of Engineer/Land Surveyor

B. Boundary Lines and Existing Improvements: (Section 40.201.B)
   ☐ Boundaries of Property being Subdivided
   ☐ Names & Widths (R/W & Pavement) of Adjoining Streets
   ☐ Section & Township Lines
   ☐ Incorporated Areas
   ☐ Zoning Districts
   ☐ School Districts (Residential Developments only)

C. Adjoining Property: (Section 40.201.C)
   ☐ Names of Adjoining Subdivision
   ☐ Names, Addresses & Record Owners of all Adjoining Property
   ☐ Adjoining Lots and Streets

D. Features of Proposed Subdivision: (Section 40.201.D)
   ☐ Proposed Location, Names, and Widths of Streets
   ☐ Layout & Approximate Lot Dimensions
   ☐ Other Necessary Description of Lots & Servitudes
   ☐ Location & Dimensions of Existing Buildings (If Property is Vacant make Statement of such)
   ☐ Front Building Lines
   ☐ Method of Sewage Disposal
   ☐ Sewer Lift Station, Sewer Treatment Plant, & Sewer Effluent Outfall Location

E. Drainage Ditches: (Section 40.201.E)
   ☐ Existing Drainage Ditches
   ☐ Drainage From Proposed Subdivision to Ultimate Drainage Channel
   ☐ Existing Contours

F. Streets: (Section 40.201.G)
   ☐ Typical Street Section

G. Special Use Areas: (Section 40.201.H)
   ☐ Location and Size of Proposed Parks, Playgrounds, Church or School Sites or Other Special Land Uses
H.  □ North Point, Graphic Scale, and Date (Section 40.201.I)

I.  Vicinity Map (Use USGS Quadrangle Map)(Section 40.201.J)
□ Utilize Parish Road Map as Base Map

J.  F.E.M.A Flood Plain
□ Flood Zone Designation and Delineate on Map if More than One Zone Applies
□ 100 Year Base Flood Elevation(if not in flood zone, list the nearest adjacent)
□ Inundation(if available)

K.  General Subdivision Information
□ Land Characteristics (Pasture, woodland, etc.)
□ Available Community Facilities and Utilities
□ Number of Lots
□ Typical Lot Width and Depth
□ Park Areas and Other Public Areas
□ Proposed Utilities

L.  □ Total acreage involved in the proposed subdivision and total remaining adjacent property owned by the developer and the location thereof. (Section 40.201.O)

M.  □ All existing curves on public streets located within one-fourth (1/4) mile of the proposed subdivision entrances or a statement that no curves exist on public streets within one-fourth (1/4) mile of the proposed subdivision entrances. (Section 40.201.P)

II. Submittal
□ Plat (Ten (10) full scale prints and one (1) 11” x 17” reduced print)
□ Traffic Impact Study*
□ Drainage Impact Study*
□ Corps of Engineers Wetland Determination
□ Adjoining Property Owners Form
□ Review Fees
□ Checklist that is fully completed and signed and dated by the Surveyor or Engineer

*One (1) additional copy of the Traffic Impact Study and the Drainage Impact Study shall be submitted directly to the ERA on the deadline date.

Submitted By _____________________________ Date ___________________________

Initial Review By ___________________________ Date ___________________________

Final Review By ____________________________ Date ___________________________
Traffic Impact Analysis
POLICY

Ascension Parish Planning & Zoning Commission

This memorandum establishes requirements for transportation studies that provide information on traffic projected to be generated by proposed developments. The purpose and intent of these requirements is to protect the health, safety, and welfare of the citizens and visitors of Ascension Parish by ensuring the provision of safe and adequate transportation facilities. It is the further intent of this memorandum to establish requirements for the identification of any potential traffic operational problems or concerns, as well as potential solutions to such problems or concerns.

The owner/developer must determine, and state in writing, the anticipated impact of the proposed development on the existing transportation network. All information and analysis submitted by the owner/developer must follow the requirements and methods outlined in this memorandum. There are four levels (Thresholds 0, 1, 2, and 3) of analysis. When a Traffic Impact Statement or Study is required, the following conditions will apply:

1. The study must be completed and submitted with the Site Plan, Preliminary Plat or Resubdivision application.
2. All analysis must be performed by a Louisiana registered professional civil engineer with experience in performing similar type studies.
3. Prior to beginning a Comprehensive Traffic Impact Study (Threshold 3), the Engineer will meet with the Engineer Review Agency to develop the exact scope of the study and determine the actual area to be studied and methods used.

Traffic Impact Analysis Threshold Levels

Threshold 0 (Traffic Impact Statement Required) – If the proposed development results in less than forty (<40) peak hour trips, either AM or PM (whichever is greater) the owner/developer would submit:
   a. The proposed trip generation and distribution;
   b. Source of information (Trip Generation Manual), or a comparison to equivalent site in Ascension Parish with known trip data, and a copy of the Project Traffic Information Form with information provided by the Department of Public Works;
   c. Sight distance evaluation;

Threshold 1 (Traffic Impact Statement Required) – If the proposed development results in greater than forty (>40) and less than seventy-five (<75) peak hour trips, either AM or PM (whichever is greater) the owner/developer would submit:
   a. through c. above, and:
   d. Analysis of the access/egress of development in relation to Level-of-Service of the adjacent roadway system.
Threshold 2 (Limited Traffic Impact Study) – If the proposed development results in greater than seventy-five (>75) and less than four hundred (<400) peak hour trips either AM or PM the owner/developer would submit:
  a. through d. above and;
  e. Recommendations for any roadway and/or intersection improvements to maintain or improve the existing Level-of-Service;
  f. Provide vehicle accident data in proximity to site (if available);
  g. Analysis of the roadway capacity (existing and/or proposed) on all roadway links abutting the proposed development site and identify necessary roadway and/or intersection improvements to maintain the existing Level-of-Service;
  h. An analysis of the nearest major intersection (typically signalized) in each direction from the major site driveway.

Threshold 3 (Comprehensive Traffic Impact Study) – If the proposed development results in greater than four hundred (>400) peak hour trips either AM or PM the owner/developer would submit:
  a. through h. above and;
  i. The new traffic generated for the proposed development would be distributed onto the existing transportation network within an area defined by the Engineer Review Agency. Analysis of each roadway link and intersection link within this area for both existing and proposed conditions;
  j. Identification of any deficiencies determined by this analysis and resolve such deficiencies.

The peak hour trips are not the only threshold factor in deciding which type of analysis will be required. At the discretion of the Engineering Review Agency, other items which significantly influence the traffic movements or safety (such as a development that falls within a high-accident area) may require a higher level of study.

A proposed development which is found to overburden the existing transportation network or cause a reduction in service of affected roadways below an acceptable Level-of-Service may require the owner/developer, at the agreement of ERA and DPW, to modify the development proposal to minimize the identified traffic related impacts. Modifications to applications for projects may include, but shall not be limited to:

1. A reduction in the projected vehicle trips per day;
2. Dedication of additional right-of-way for future roadway improvements;
3. Rerouting of traffic and proposed access points serving the proposed project; or
4. Participation in funding transportation facilities, including signals, roadway, and intersection improvements.
Drainage Impact Study
POLICY

Ascension Parish Planning & Zoning Commission

The preliminary plans for a proposed development shall not be considered for approval until the applicant has submitted a drainage impact study stamped by a Louisiana registered civil engineer as to the ability of existing watercourse channels, storm sewers, culverts and other improvements pertaining to drainage for flood control within the development, to handle additional runoff which would be generated by the development of the land.

The Drainage Impact Study shall comply with the following minimum requirements:

**Site Location and Description:**
- Describe location of subject property; locate by Section, Township, and Range; identify adjacent developments, major drainage outfalls, streets, highways, assessor’s map page number; and provide a vicinity map.
- Describe the predominate existing and planned land use in the project watershed (Parish Land Use Data, aerial photo’s, etc.). Describe the proposed development, soil types, vegetative cover, watershed slopes and provide an estimate of percent of impervious area for pre and post development conditions. Provide photos of existing channels, ditches, natural drains and drainage structures.
- Include *Project Drainage Information Form* with data provided by the Department of Public Works.

**Watershed Map:**
- Delineate drainage boundaries; indicate the acreage; and show slope of basins, and peak 10-year, 25-year, and 100-year runoff rates at entry and exit points (both pre developed and post developed) of the development. The watershed map should indicate the location of existing channels, ditches, natural drains, proposed major drainage structures, channel realignments and cross section locations.
- The latest U.S.G.S. 7.5 minute quadrangle map or better, at a scale of 1 inch = 500 feet or less, may be used as the base for the watershed map.

**Hydrologic Design:**
- The drainage impact analysis shall include hydrological calculations determining existing condition peak 10-year, 25-year, and 100-year flow rates at the development entry and exit points. The drainage impact analysis shall include hydrological calculations determining future condition peak 10-year, 25-year, and 100-year flow rates at the development exit points.
- The impact of the 100-year design storm should also be checked.
- Technical Release 55 (TR-55) “Urban Hydrology for Small Watersheds” (frequently called the SCS method) shall be used to produce pre and post development runoff hydrographs. The computations shall be based on 10 year, 25-year, and 100 year Type III rainfall distributions producing totals of 7.8, 9.6, and 12.6 inches of rainfall respectively in 24 hours. The pre development times of concentration can be determined by either the lag or TR-55 worksheet methods but the post development times of concentration must be determined by the TR-55 worksheet method. Other methods may be used to calculate pre and post development runoff hydrographs, if approved by the Engineer Review Agency prior to performing the drainage impact analysis.
Hydraulic Capacities:

- **On site capacity:** Indicate capacity of any existing drainage outfall facility (ditch, canal, culvert, bridge, etc.) within the proposed development site and required type size, and capacity of any proposed outfall facilities as defined above.

- **Off-site capacity:** Determine capacity of existing downstream outfall facilities (ditch, canal, culvert, bridge, etc.) that will be utilized to convey flow from the downstream limits of the proposed development to the main outfall as identified by the Engineer Review Agency. An inventory of downstream structures including size, type, invert elevation and over topping elevation should be made. Channel cross sections at upstream and downstream limits of the proposed development, at structure locations and at intermediate canal locations shall be required to adequately define existing channel capacities.

Special Site Conditions:

- Special conditions which may exist at the proposed development site should be clearly identified including but not limited to such items as:
  1. Special Flood Hazard Areas (FIRM Zones A and AE)
  2. Regulatory Floodway
  3. Fill placement location and mitigation requirements
  4. Potential wetland sites
  5. Churches, schools, cemeteries or parks
  6. Landfills and Hazardous Waste Sites
  7. Existing houses with relatively low slab elevations or any known existing flooding conditions that are located near the new development boundary.

Study Conclusions and Recommendations:

- Study should clearly identify the results of the computations, state a conclusion to the analysis and provide recommendations of any required action(s) so that no adverse impact is experienced by surrounding properties.

No increase in the rate of run-off that existed prior to development will be permitted unless the developer/sub-divider, on a case by case basis to be determined at the discretion of the Engineer Review Agency, can establish to their respective satisfaction that the existing downstream drainage is adequate to handle and maintain the anticipated flow resulting from the proposed development of the property. The Drainage Impact Study shall clearly state how the reduction in the post development peak rate of runoff will be achieved. If the reduction is achieved by a detention system, the detention system shall be sized to safely accept and route the 25-year design storm through the detention system without overtopping the levee. The 25-year flow is to be controlled through an emergency spillway as not to cause a dam breach.

Absent such notice, run-off from the proposed development shall be detained onsite by using storage, swales, ponds and/or basins or other accepted methods, as approved by the Parish and released at a rate of flow that does not exceed the rate of flow as described above.

Some of the requirements of the Drainage Impact Study may be omitted, on a case-by-case basis to be determined at the discretion of the Engineering Review Agency, if the developer/subdivider can show that the proposed development will not adversely affect the existing downstream drainage system.
Ascension Parish Planning & Zoning Commission

Construction Plan and Submittal
Review Checklist

The following checklist provides minimum criteria for compliance with the Parish standards, policies, and Subdivision Regulations. The design engineer may provide additional plan sheets in addition to this minimum criteria at his/her discretion. The design engineer shall fully comply with applicable Parish standards, policies, Subdivision Regulations and sound engineering practices, which may not be contained in this checklist. All applicable items must be addressed. Please indicate items completed by placing a checkmark in the following checklist blocks: or write n/a for not applicable. The design engineer shall sign and date the last page of the checklist and submit it along with one (1) set of half scale construction plans and complete stamped and signed drainage calculations for review.

I. CONSTRUCTION PLANS

A. TITLE SHEET & LOCATION/VICINITY MAP:

☐ Subdivision name and filing number ______________________________________________________
☐ Type of Subdivision (Residential, Commercial, Industrial, or Large Scale Development) ________________
☐ Date of original Preliminary Plat Approval and all revisions ______________________________________
☐ Name of Engineer, signature, and seal ______________________________________________________

(**NOTE: Engineer's Certification: I hereby certify that the design of the subdivision improvements, to the best of my knowledge, conforms to the current Parish Subdivision Regulations, current design standards of the Department of Public Works, and sound engineering practices.)

☐ Typical Section Sheet(s) _________________________________________________________________
☐ Index to sheets:

☐ Title Sheet & Location /Vicinity Map _______________________________________________________
☐ Existing site condition map _____________________________________________________________
☐ Storm Drainage Layout _________________________________________________________________
☐ Sanitary Sewer Layout _________________________________________________________________
☐ Plan/profile sheets (to be indexed by street name) __________________________________________
☐ Drainage Outfall Profiles / Sections (if applicable) _________________________________________
☐ Sanitary Sewer Profiles (if applicable) ____________________________________________________
☐ Traffic Control Plan _________________________________________________________________
☐ Site Grading/Detention Pond Plan _________________________________________________________
☐ Sanitary Sewage Treatment Plant / Pump Station Site Plan (if applicable) ______________________
☐ Special Details (if applicable, Bridges, spillways, boxes, concrete collars, etc.) __________________
☐ Applicable Standards _________________________________________________________________

(Each standard is to be listed by name and number)

☐ Notes on Title Sheet:

☐ 1. All work shall conform to the Ascension Parish Subdivision Construction Specifications, latest edition
☐ 2. Maintenance Bond required in accordance with provisions of Section 50.202 of the Ascension Parish Subdivision Regulations.
☐ 3. The approval of these plans applies to the construction features only as required by the Ascension Parish Subdivision Regulations, established policies, and sound engineering practices.
4. All Sanitary Sewer lines, treatment plant or sewerage treatment facilities shall be approved by the Louisiana Department of Health and Hospitals.

5. No street in this Subdivision is to be open to traffic until the proper intersection control signs have been installed by the developer.

6. Post installation tests for sewer lines are to be performed in accordance with Sections 38.204 & 38.205 of the Ascension Parish Subdivision Regulations.

7. A LPDES Permit will be required.

8. A US COE 404 Permit may be required for any activity in a designated wetland area.

9. A DOTD permit is required for activity within a state right-of-way or servitude.

B. TYPICAL SECTION SHEET:

- Subdivision name and filing number
- Name of engineer, signature, and seal
- Right-of-Way Requirements (check all applicable boxes):
  - Alleys-Minimum 20 feet
  - Boulevards-Minimum 100 feet
  - Major Streets- Shall conform to widths required on the major street plan
  - Arterial/Commercial/Industrial Streets (Curb & Gutter)-Minimum 50 feet
  - Arterial/Commercial/Industrial Streets (Open Ditch)-Minimum 60 feet
  - Collector/Local Streets (Curb & Gutter)-Minimum 50 feet
  - Collector/Local Streets (Open Ditch)-Minimum 60 feet
  - Rural Roads (Open Ditch)-Minimum 80 feet
  - Townhouse Driveways-Minimum 30 feet (Private Servitude of Passage)
  - T-Turnaround-100 feet by 40 feet
  - Cul-de-sac (Turning Circle)- Minimum 68 feet outside radius (Curb and Gutter), 75 feet outside radius (open ditch)
- Utility Space Allocation Plan. (Also show rear yard space allocation plan, if applicable)
- Minimum cross slope = 0.025 Ft/Ft
- Show lime cut below curbs and specify that lime determination is to be determined by the testing lab with a minimum of 8% and approved by the Engineering Reviewing Agency (ERA)
- Provide details of transitions between different roadway surfaces or connections to existing streets
- Typical cross section (show cross section for each type of street, i.e., boulevard section, curb & gutter standard, open ditch standard, etc.)
- Collector, Local, or marginal access (check all applicable boxes):
  - a. Twenty (20) foot pavement, open ditch in 60 foot right-of-way, 3:1 fore slopes, and 4:1 backslopes.
  - b. Twenty-seven (27) foot back of curb to back of curb in a 50 foot right-of-way
  - c. Street paving sections (check applicable box)
    - 1. Three (3) inch asphaltic wearing surface on ten (10) inch soil cement base or better
    - 2. Six (6) inches of concrete
    - 3. Five (5) inches of concrete and one and one-half (1 ½) inches of asphaltic wearing surface.
4. Alternate section approved by the ERA
   a. Twenty-four (24) foot wide pavement in a 80 foot right-of-way.
   b. Street section
      1. Two (2) inch asphaltic wearing surface on 8 inch soil cement base or better., with 4:1 fore slope and backslope
   Arterial or Commercial-Industrial Streets:
      a. Twenty-seven (27) foot back of curb to back of curb in a 50 foot right-of-way, 8 inch portland cement concrete pavement.
      b. Twenty-four (24) foot pavement, open ditch in 60 foot right-of-way, 3:1 fore slopes, and 3:1 backslopes., 8 inch portland cement concrete pavement (Variance/Waiver Required)
   Boulevards – 25 foot lane width back of curb to back of curb; minimum 30 foot neutral ground.
   Arterial or Commercial-Industrial Streets:
   T-Turnaround – Minimum pavement size is 80 feet by 20 feet. The type of construction is same as adjacent street.
   Cul-de-sac (Turning Circle) – minimum inside turning radius of 35 feet
      a. Curb and Gutter Streets – 68 foot right-of-way radius with 24 foot pavement width back of curb to back of curb.
      b. Open Ditch Streets – 75 foot right-of-way radius with 20 foot pavement width.
   Private streets – At the entrance to any subdivision development with private improvements, a sign shall be installed which states the limits of public improvements within the development.

C. EXISTING SITE CONDITION MAP:
   a. Subdivision name and filing number
   b. Name of engineer, signature, and seal
   c. North arrow
   d. Graphic scale
   e. Legend
   f. Contour lines, onsite and offsite
   g. Identify adjacent properties
   h. Show all existing culverts, ditches, structures, driveways, fences, gas pipelines, lakes/ponds, roads, historic features etc. and label all items

D. STORM DRAINAGE LAYOUT:
   a. Subdivision name and filing number
   b. Name of engineer, signature, and seal
   c. North arrow
   d. Graphic Scale
   e. Legend
   f. Contours
Servitudes (width per Section 37.205)

Minimum 30-foot drainage servitude required through lake/pond to extend from each discharge point into lake/pond to the lake/pond outfall structure.

Rear swale ditches

Lot numbers

Drainage Areas (area, including offsite areas, and calculated flow should be given for each area). Sheet flow shall be accommodated on the site by use of swale ditches or pipe systems to intercept the sheet flow and direct it to the appropriate outfall. Provisions must be made to adequately take care of adjacent watershed areas for existing conditions flows.

Pipe sizes, lengths and type. For public servitudes and R/W s, minimum pipe size shall be 15

Inlet designations

Adjacent lots, lot numbers, or tract names

Provide catch basins for low areas behind curb.

Where open ditches are used for drainage, size of all driveway culverts shall be shown. (Culverts are to be designed using Manning’s roughness coefficient of 0.024)

Show cemeteries, existing structures, gas pipelines, lakes/ponds, historic trees, etc.

Note required regarding private ownership and maintenance of lake/pond and shoreline and that Ascension Parish does not own or maintain lake/pond and shoreline. Also this note must be added to final plat.

Rear yard drainage is required (1.5 maximum ditch depth with 5:1)

For zero-lot line subdivisions, rear yard drainage systems may be required (can be private).

Water surfaces at outfalls

Inundation elevation (if available)

Delineate FEMA 100-year flood zones and nearest base flood elevation

Riprap at Outfalls

5 chain-link fence required along ditches with top bank width of 20 or greater (per Section 37.207)

Show static, 10 year design water surface and peak 10 year elevation on all detention ponds

E. SANITARY SEWER LAYOUT:

Subdivision name and filing number

Name of engineer, signature, and seal

North arrow

Graphic Scale (1 = 100)

Legend

Contours

Servitudes

Lot numbers

Pipe sizes and grades (min. 0.4% and max. 150 lots on an 8 line)

Manhole designation, top elevation, and invert elevation for each manhole. Manholes with drops 2 or greater require special drop detail

Wyes for each lot. Single wyes required on same side as main. Double wyes with cleanouts are allowed for street crossings. Sewer services are required to extend past utility servitude and terminus is to extend a minimum of 3 feet above finish grade.

Manhole spacing (max. 400 feet, recommended 300± feet)

Note: Minimum depth of sewer services at the property line shall be 4 to 6 feet below the finish grade. Sewer services from the main sewer to the property shall have a minimum slope of 1% (2% where available
depth permits). Sewer services are required to extend past utility servitudes and terminus is to extend a minimum of 3 feet above finish grade __________________________

Note: Sanitary sewer mains shall be tested and accepted in accordance with Sections 38.204 and 38.205 of the subdivision regulations prior to acceptance for maintenance by the Parish __________________________

Plan showing location of sanitary sewer and service line in servitude or right-of-way. Show cleanouts with cast iron cover in concrete pad where required. __________________________

Identify adjacent properties __________________________

Location of pump station and force main (if applicable) __________________________

Treatment plant is more than 100 from an existing residence __________________________

Statement as to ownership and maintenance of treatment plant and collection system __________________________

Show cemeteries, existing structures, gas pipelines, lakes/ponds, historic trees, etc. __________________________

F. PLAN – PROFILE SHEETS:

Subdivision name, filing number, and street name on each sheet __________________________

Name of engineer, signature, and seal __________________________

North arrow __________________________

Graphic Scale (1 = 20 plan, 1 = 2 profile) __________________________

Identify type of street construction on each sheet (plan only) __________________________

Inlet and manhole designations (on both plan and profile) __________________________

Top and invert elevations of all inlets and manholes (on both plan and profile). Each structure should be labeled on one plan-profile sheet within the set of plans. __________________________

Length, size, slope, and type of all sanitary sewer lines (on both plan and profile). Each pipe should be labeled on one plan-profile sheet within the set of plans. __________________________

Length, size, slope, and type of all storm drain pipes (on both plan and profile) Each pipe should be labeled on one plan-profile sheet within the set of plans. __________________________

Hydraulic grade line. Show the design water surface value at all Junction boxes and inlets. The hydraulic gradeline shall not exceed 2 above the lowest gutter elevation of a curb & gutter street and the edge of pavement on a suburban standard street (open ditch), unless otherwise approved by the ERA. ________

Street centerline elevation: __________________________

1. The base grade of all streets shall be constructed to no lower than one (1) foot below the FEMA Base Flood Elevation.

Proposed Street grades (0.4% minimum) (for curb and gutter and future curb and gutter streets; open ditch subdivisions can have a 0.0% street grade). Label PVI, PVC, PVT, curve length, and slope. Label on minimum 50 intervals. Check to be sure inlets are at low points. __________________________

Street gutter grades are at or above 10 yr peak water surface of detention pond(s), unless otherwise approved by the ERA __________________________

Existing ground in profile. Label on minimum 50 intervals. __________________________

Radius at intersections:

Residential – 25 minimum __________________________

Commercial – 35 minimum __________________________

Industrial and major streets – 50 minimum __________________________

Curve data where required __________________________

Lot numbers __________________________

Servitudes __________________________

Building setbacks __________________________
Driveways to treatment plant or pump station sites. (10 minimum width and 4 minimum thickness) 10 concrete or asphalt aprons required where drive abuts street. The remainder of drive may be aggregate. __
Sidewalks (4 thick x 4 wide) within a 5-foot sidewalk servitude. (if applicable) ______________________
Handicap ramps – required for sidewalks at all intersections (if applicable) __________________________
Check for conflicts between sewer and storm drain lines. Provide conflict boxes or ductile iron pipe where required. ________________________________________________________________

G. DRAINAGE OUTFALL PROFILES/SECTIONS:

Subdivision name and filing number  ________________________________________________________
Name of engineer, signature, and seal  ________________________________________________________
Profile:
  1. Natural ground  _________________________________________________________________
  2. Bottom of ditch  _________________________________________________________________
  3. Hydraulic grade line  _______________________________________________________________
  4. Corrugated metal pipe (20 minimum) at discharge channel  _____________________________
  5. Top of drainage pipes outfalling into lakes shall be 1 below the normal water surface _____

Section:
  1. Bottom width  _________________________________________________________________
  2. Side slopes- 3:1 for earthen channels, 1 : 1 for concrete lined channels. _________________
  3. Design water depth  _______________________________________________________________
  4. Top of ground  _________________________________________________________________
  5. Top width  _________________________________________________________________
  6. Location within servitude or right-of-way  __________________________________________________
  7. Design flow  _________________________________________________________________
  8. Submit signed and sealed calculations for files  _______________________________________

Erosion Protection:  _______________________________________________________________
  1. Show type  _________________________________________________________________
  2. Show limits  _________________________________________________________________

H. SANITARY SEWER PROFILES:

Subdivision name and filing number  ________________________________________________________
Name of engineer, signature, and seal  ________________________________________________________
Natural ground  _________________________________________________________________________
Size, length, type, and slope of all lines  _____________________________________________________
Manhole designation, stationing, top elevation, and invert elevation  _______________________________
Drop inlets if required (avoid when possible).  _______________________________________________

I. TRAFFIC & CONTROL PLAN

Subdivision name and filing number  ________________________________________________________
Name of engineer, signature, and seal  ________________________________________________________
North arrow  ___________________________________________________________________________
Graphic Scale (1 = 100 )  _________________________________________________________________
Legend  _________________________________________________________________
Identify adjacent properties _______________________________________________________________
Lot numbers __________________________________________________________________________
Street signs
  1. North-South streets shall be called drives ____________________________________________
  2. East-West streets shall be called avenues __________________________________________
  3. Boulevard streets shall be called boulevards _________________________________________
Traffic intersection control signs
Posted speed limit is no greater than 25 mph _________________________________________________
At the entrance to any subdivision development with private improvements, a sign shall be placed stating
the limits of public maintenance within the Development. _______________________________________
Striping plan required if more than three lanes proposed without a raised median. _________________

J. SITE GRADING/DETENTION POND PLAN:
Subdivision name and filing number _______________________________________________________
Name of engineer, signature, and seal _______________________________________________________
North arrow ___________________________________________________________________________
Legend _______________________________________________________________________________
Contours (Existing and Proposed for entire project site) _______________________________________
Graphic Scale __________________________________________________________________________
Identify adjacent properties _______________________________________________________________
Lot numbers ___________________________________________________________________________
Show static, 10 year design water surface and peak 10 year elevation on all detention ponds ___________
Lake outfall structure details (plan and cross section views). Primary and secondary (emergency) outfalls.
If at all feasible, the emergency spillway should be located in a different location than directly above the
primary outfall pipe(s). ___________________________________________________________________
Note stating that finish floor elevations should be 1ft higher than the 100 FEMA flood elevation or the 100 yr
peak water surface elevation of the detention pond(s), which ever is greater _______________________

K. SANITARY SEWAGE TREATMENT PLANT/PUMP STATION SITE PLAN:
Subdivision name and filing number _______________________________________________________
Name of engineer, signature, and seal _______________________________________________________
North arrow ___________________________________________________________________________
Graphic Scale __________________________________________________________________________
Identify adjacent properties _______________________________________________________________
Lot numbers ___________________________________________________________________________
Treatment plant/pump station location (dimension from property lines) ___________________________
Treatment plant/pump station top elevation (check 100-year B.F.E.) _____________________________
Sewer influent lines _____________________________________________________________________
Sewer effluent lines to outfall __________________________________________________________________
Fence ________________________________________________________________________________
Driveway _____________________________________________________________________________

L. BRIDGE PLANS AND DETAILS):
Subdivision name and filing number ________________________________________________________
II. Submittal

☐ Checklist that is fully completed and signed and dated by the Engineer
☐ Bound drainage Calculations that include but not limited to:
  • Fill mitigation calculations
  • Tailwater calculations
  • Layout showing locations of cross sections used in drainage models
  • Existing condition, 10 year, and 100 year hydrographs
  • 10 yr and 100 yr detention pond routing calculations
  • Pre and post stream water surface profile analysis (provide layout that depicts the location of the stream cross sections where offsite water is conveyed through project site)
  • Pre and post watershed map
  • Internal pipe calculations

☐ Copy of latest approved preliminary plat
☐ All items from the planning commission meeting minutes, the ERA preliminary plat review letter, and requirements from the approved preliminary plat are addressed in the construction plan submittal.
☐ Copy of transmittal letter to State Department of Health & Hospitals during sewer plan submittal
☐ If proposed improvements are to be constructed in an existing utility, pipeline, etc. servitude or right-of-way, then documentation will be required.
Construction Plan Approval Process

1. The consulting engineer will submit:
   - 1 half scale set of plans and review fees to Charles Becnel
   - 1 half scale set of plans and all items from the construction plan submittal checklist

2. The ERA will review the construction plan submittal and then notify the consulting engineer of the review comments by copy of a letter that is sent to Charles Becnel via email.

3. Once the construction plans are approved, the ERA will contact the consulting engineer to request five (5) full scale and one (1) half-scale set of plans to be delivered to the ERA’s office for stamping. Once these sets of plans are stamped, the ERA will notify Charles Becnel and Lavern Bourgeois via email that the construction plans are approved. The ERA will then notify the consulting engineer that they can pick up their three (3) sets of stamped plans. The ERA will deliver the other two (2) full scale sets to Lavern and the one (1) half-scale set will remain in the ERA’s files.

4. After the construction plan approval letter is received, the consulting engineer will then notify Lavern in the Permit Office in writing prior to beginning construction as to the start date of the project, the name of the construction company, and the name of the testing lab that will monitor the work. A copy of this notice should be sent to Charles and the ERA. A pre-construction conference date will be established by the Permit Office and a construction permit will be issued at that conference. The consulting engineer will be responsible for notifying the testing lab and the contractor to make sure that they have a representative at the meeting. During the pre-construction conference the subdivision construction process and requirements will be discussed.

5. Construction begins
Per the Ascension Parish Subdivision Regulations (Section 40.301), the following information shall be included on all final plats:

A. **Primary Control Points:** (Section 40.301.A)
   - List of Reference Maps or Documents
   - Base Bearing

B. **Boundary Lines:** (Section 40.301.B)
   - Tract Boundary Lines Listed by Bearings and Distances
   - Right-of-Way Lines of Streets Listed by Bearings and Distances
   - Servitudes Dimensioned from Property Lines or Listed by Bearings and Distances
   - Lot Lines Listed by Bearings and Distances
   - Radii, Arcs, Angles, Chords Listed by Bearings and Distances of All Curves

C. **Street Right-of-Way:** (Section 40.301.C)
   - Street Name and Right-of-Way Width

D. **Servitudes:** (Section 40.301.D)
   - Location, Dimension, Bearing, and Purpose of All Servitudes
   - Public Servitude Dedication Note
   - Private Servitude Dedication Note (if applicable)

E. **Lots:** (Section 40.301.E)
   - Lot Numbers, Letters, or Other Designation to Identify the Lot or Tract
   - Note Stating that Lot Areas And Lot Frontage Meet or Exceed Minimum Requirements Of Zoning District

F. **Other Tracts/Lots:** (Section 40.301.F)
   - Lot Numbers, Letters, or Other Designation to Identify the Lot, Tract, or Site
   - Public Dedication Note Describing Purpose for Which Site is Being Dedicated and Who is Responsible for Maintenance (if applicable)
   - Private Dedication Note Describing Purpose for Which Site is Being Dedicated and Who is Responsible for Maintenance (if applicable)
   - Treatment Plant Dedication Note Describing Purpose for Which Site is Being Dedicated and Who is Responsible for Maintenance (if applicable)

G. **F.E.M.A. Floodplain:** (Section 40.301.G)
   - Floodplain Designation
   - Floodplain Delineation
   - Base Flood Elevation
   - Inundation Elevation (if available)
   - Reference to F.E.M.A. Flood Map (Community No., Panel No., and Map Date)
   - Reference to Letter of Map Revision or Amendment (if applicable)

H. **Monuments:** (Section 40.301.H)
   - Location and Description (Size and Type) of Monuments (To Be Placed at All Angle Points on Subdivision Boundaries, at Street Intersections, and at all Lot Corners)
I. **Adjoining Un-Platted Property:** (Section 40.301.I)
   - Tract Name and Record Owners of Adjoining Un-platted Land

J. **Adjoining Platted Property:** (Section 40.301.J)
   - Reference to Recorded Subdivision Plats of Adjoining Platted Land (By Subdivision Name and Filing)

K. **Land Surveyor Certification:** (Section 40.301.K)
   - Certification by Registered Land Surveyor Certifying To Accuracy of Survey and Plat (i.e. Compliance with RS: 33:5051 and Louisiana Minimum Standards)
   - Surveyor’s Signature and Date
   - Surveyor’s Seal

L. **Title:** (Section 40.301.L)
   - Name of Subdivision/Development (Legal Description of Property)
   - Filing
   - Section Number, Township, and Range
   - Name of Developer/Owner
   - Copy of Title of Land Showing Applicant is The Land Owner (if requested)

M. **Dedication Notes:** (Section 40.301.M)
   - Statement By Owner Dedicating Streets, Rights-of-way, Servitudes, and Any Public Sites for Public Uses
   - Statement By Owner Dedicating Streets, Rights-of-way, Servitudes, and Any Private Sites for Private Uses
   - Owner’s Signature and Date

N. **Plat Information** (Section 40.301.N)
   - North Point, Graphic Scale, and Date
   - Names & Widths of Right-of-Way of Adjoining Streets
   - Section & Township Lines
   - Incorporated Areas

O. **Permanent Benchmarks:** (Section 40.301.O)
   - Location, Description, Elevation, and Datum of Permanent Benchmarks Within The Subdivision (minimum of one per 10 acres) Benchmarks To Be Set On Permanent Drainage, Sewer, or Water Structures
   - Description, Elevation, and Datum of Reference Benchmark

P. **Sewerage Dedication Note:** (Section 40.302)
   - Statement Signed and Dated by Owner stating, “No Person Shall Provide Or Install a Method of Sewage Disposal, Except Connection to an Approved Sanitary System, Until The Method of Sewage Treatment and Disposal Has Been Approved By The Ascension Parish Health Unit”

Q. **Restrictive Covenants:** (Section 40.303)
   - Reference Made on Plat to Restrictive Covenants Recorded By Owner
   - Owner to Furnish Planning Commission With a Copy of Recorded Restrictive Covenants
R. **Planning Commission Chairman (or his designated representative) Approval:** (Section 40.304)
   - Planning Commission Chairman’s Signature and Date __________________________________________
   - Planning Commission File Number _______________________________________________________

S. **Other Information Required by the Planning Commission:** (Section 40.307)
   - Certificates, Affidavits, Endorsements, or Dedications As May Be Required by the Planning Commission in Enforcement of the Subdivision Regulations. _______________________________________

T. **Drainage Ditches:** (Section 37.205)
   - Location, Name, and Top Width of Existing Drainage Ditches __________________________________
   - Provide Drainage Servitude Width in Accordance With Section 37.205
     - A. 15’ Minimum Servitude Width for Swale Ditches
     - B. Ditch Top Width Greater than 10’ – Require 10’ Servitude from Top Bank on Each Side
     - C. Ditch Top Width Greater than 20’ – Require 15’ Servitude from Top Bank on Each Side
     - D. Ditch Top Width Greater than 30’ – Require 20’ Servitude from Top Bank on Each Side
     - E. Ditch Top Width Greater than 40’ – Require 25’ Servitude from Top Bank on Each Side

U. **Vicinity Map** (Use USGS Quadrangle Map)
   - Vicinity Map at 2000’ Scale or Better _____________________________________________________

V. **General Notes:**
   - Zoning Districts ____________________________
   - Total acreage involved in the proposed subdivision and total remaining adjacent property owned by the developer ____________________________
   - Utilities (Electric, Water, Gas, Telephone, Sewer, Cable TV) _______________________________
   - School Districts (Residential Developments only) ___________________________________________
   - Statement of Proposed Street Improvements _____________________________________________
   - Building Setbacks __________________________
   - Location and Size of Proposed Parks, Playgrounds, Church or School Sites or Other Special Land Uses __________________________
   - List any Variances and Waivers (if applicable) ____________________________________________

W. **Preliminary Plat and Construction Plans**
   - Is Lot Layout as Shown on the Preliminary Plat and Construction Plans? ______________________
   - Are All Servitudes Shown on the Construction Plans Shown on the Final Plat? __________________
   - Have All Requirements of the Preliminary Plat Approval Been Adhered To? __________________

Submittal shall include:
40.301 The final plat shall be **legibly** drawn on paper with minimum dimensions of 11” x 17”.
20.502 Ten (10) full scale prints and one (1) 11” x 17” reduced print of the final plat and specified supplementary material shall be submitted.
This submittal shall include a fully completed checklist that is to be signed and dated by the Surveyor.

Submitted By: ____________________________ Date: ____________________________
Initial Review By: __________________________ Date: ____________________________
Final Review By: __________________________ Date: ____________________________
Per the Ascension Parish Subdivision Regulations (Section 40.301), the following information shall be included on all final plats:

A. **Primary Control Points**: (Section 40.301.A)
   - List of Reference Maps or Documents
   - Base Bearing

B. **Boundary Lines**: (Section 40.301.B)
   - Tract Boundary Lines Listed by Bearings and Distances
   - Servitudes Dimensioned from Property Lines or Listed by Bearings and Distances
   - Lot Lines Listed by Bearings and Distances
   - Radii, Arcs, Angles, Chords Listed by Bearings and Distances of All Curves

C. **Street Right-of-Way**: (Section 40.301.C)
   - Street Name and Right-of-Way Width

D. **Servitudes**: (Section 40.301.D)
   - Location, Dimension, Bearing, and Purpose of All Servitudes
   - Public Servitude Dedication Note
   - Private Servitude Dedication Note (if applicable)

E. **Lots**: (Section 40.301.E)
   - Lot Numbers, Letters, or Other Designation to Identify the Lot or Tract
   - Lot Areas

F. **Other Tracts/Lots**: (Section 40.301.F)
   - Lot Numbers, Letters, or Other Designation to Identify the Lot, Tract, or Site
   - Public Dedication Note Describing Purpose for Which Site is Being Dedicated and Who is Responsible for Maintenance (if applicable)
   - Private Dedication Note Describing Purpose for Which Site is Being Dedicated and Who is Responsible for Maintenance (if applicable)

G. **F.E.M.A. Floodplain**: (Section 40.301.G)
   - Floodplain Designation
   - Floodplain Delineation
   - Base Flood Elevation (if in “A” floodzones)
   - Reference to F.E.M.A. Flood Map (Community No., Panel No., and Map Date)
   - Reference to Letter of Map Revision or Amendment (if applicable)

H. **Monuments**: (Section 40.301.H)
   - Location and Description (Size and Type) of Monuments (To Be Placed at All Angle Points on Subdivision Boundaries and at all Lot Corners)

I. **Adjoining Un-Platted Property**: (Section 40.301.I)
   - Tract Name or Tract Designation of adjoining Un-platted Land
J. **Adjoining Platted Property:** (Section 40.301.J)  
☐ Reference to Recorded Subdivision Plats of Adjoining Platted Land (By Subdivision Name and Filing) __________________________________________________________

K. **Land Surveyor Certification:** (Section 40.301.K)  
☐ Certification by Registered Land Surveyor Certifying To Accuracy of Survey and Plat (i.e. Compliance with RS: 33:5051 and Louisiana Minimum Standards) ________________________________  
☐ Surveyor’s Signature and Date _____________________________________________  
☐ Surveyor’s Seal __________________________________________________________________

L. **Title:** (Section 40.301.L)  
☐ Name of Subdivision/Development (Legal Description of Property) ___________________________  
☐ Filing (if applicable) _________________________________________________________  
☐ Section Number, Township, and Range ___________________________________________  
☐ Name of Subdivider __________________________________________________________  
☐ Copy of Title of Land Showing Applicant is The Land Owner (if requested) ________________

M. **Dedication Notes:** (Section 40.301.M)  
☐ Statement By Owner Dedicating Streets, Rights-of-way, Servitudes, and Any Public Sites for Public Uses _________________________________________________________________  
☐ Statement By Owner Dedicating Streets, Rights-of-way, Servitudes, and Any Private Sites for Private Uses _________________________________________________________________  
☐ Owner’s Signature and Date ______________________________________________________

N. **Plat Information** (Section 40.301.N)  
☐ North Point, Graphic Scale, and Date _______________________________________________  
☐ Names & Widths of Right-of-Way of Adjoining Streets _________________________________  
☐ Section & Township Lines _________________________________________________________  
☐ Incorporated Areas __________________________________________________________________  
☐ Building Setbacks __________________________________________________________________  
☐ Existing Buildings Located On The Property _________________________________________

O. **Wetlands Determination:**  
☐ Note On Plat Stating That A Wetlands Determination Was Not Requested And Is Not Being Provided As Part Of This Survey. _____________________________________________

P. **Sewerage Dedication Note:** (Section 40.302)  
☐ Statement Signed and Dated by Owner stating, “No Person Shall Provide Or Install a Method of Sewage Disposal, Except Connection to an Approved Sanitary System, Until The Method of Sewage Treatment and Disposal Has Been Approved By The Ascension Parish Health Unit”. ________________

Q. **Restrictive Covenants:** (Section 40.303)  
☐ Reference Made on Plat to Restrictive Covenants Recorded By Owner (if applicable) ___________  
☐ Owner to Furnish Planning Commission With a Copy of Recorded Restrictive Covenants (if applicable) _____________________________________________
Simple Division Subdivision Plat Review Checklist
Name of Subdivision/Development

R. Planning Commission Chairman (or his designated representative) Approval: (Section 40.304)
   - Planning Commission Chairman’s Signature and Date ________________________________
   - Planning Commission File Number ______________________________________________

S. Other Information Required by the Planning Commission: (Section 40.307)
   - Certificates, Affidavits, Endorsements, or Dedications As May Be Required by the Planning
     Commission in Enforcement of the Subdivision Regulations. _____________________________

T. Drainage Ditches: (Section 37.205)
   - Location, Name, and Top Width of Existing Drainage Ditches __________________________
   - Provide Drainage Servitude Width in Accordance With Section 37.205
     A. 15’ Minimum Servitude Width for Swale Ditches
     B. Ditch Top Width Greater than 10’ – Require 10’ Servitude from Top Bank on Each Side
     C. Ditch Top Width Greater than 20’ – Require 15’ Servitude from Top Bank on Each Side
     D. Ditch Top Width Greater than 30’ – Require 20’ Servitude from Top Bank on Each Side
     E. Ditch Top Width Greater than 40’ – Require 25’ Servitude from Top Bank on Each Side

   - Note Stating “Any New Drainage Ditch Required by the Subdivision of This Property for the Purpose
     of Transporting Runoff or Sewage Treatment Plant Effluent to an Existing Parish Maintained Ditch
     Shall Be Constructed by the Property Owner(s)” ________________________________

U. Vicinity Map (Use USGS Quadrangle Map)
   - Vicinity Map at 2000’ Scale or Better _____________________________________________

V. General Notes:
   - Zoning Districts _________________________________________________________________
   - List any Variances and Waivers (if applicable) ______________________________________

Submittal shall include:
40.301 The final plat shall be legibly drawn on paper with minimum dimensions of 11” x 17”.
20.502 Ten (10) full scale prints and one (1) 11” x 17” reduced print of the final plat and specified
supplementary material shall be submitted.

Initial Review By: _____________________________ Date: _____________________________

Final Review By: _____________________________ Date: _____________________________
Family Partition Plat Review
CHECKLIST

Ascension Parish Planning & Zoning Commission Date Submitted ___________________

Per the Ascension Parish Subdivision Regulations (Sections 40.200 and 40.300 as amended by Section 60.100), the following information shall be included on the Family Partition plat:

A. **Title:** (Section 40.201.A)
   - Name of Family Partition ______________________________________________________
   - Location of Property ____________________________________________________________
   - Name of Owner ________________________________________________________________
   - Name of Engineer/Land Surveyor ________________________________________________

B. **Boundary Lines and Existing Improvements:** (Section 40.201.B)
   - Boundaries of Subdivision Location _____________________________________________
   - Names & Widths (R/W & Pavement) of Adjoining Streets _____________________________
   - Section & Township Lines _______________________________________________________
   - Incorporated Areas _____________________________________________________________
   - Zoning Districts _______________________________________________________________

C. **Adjoining Property:** (Section 40.201.C)
   - Names of Adjoining Subdivisions ________________________________________________
   - Names, Addresses & Record Owners of All Adjoining Property (Section 60.100.I)_________
   - Adjoining Lots and Streets _____________________________________________________
   - Adjoining Property Owners Form ________________________________________________

D. **Features of Proposed Family Partition:** (Section 40.201.D)
   - Proposed Location, Names, and Widths of Private Access Servitudes (Section 60.100.A & G) __
   - Layout, Lot Dimensions, Bearings and Areas (Min. Lot Area 0.5 acres) _________________
   - Basis of Bearings (monumented control line)(Section 40.301.A) _______________________
   - Description of All Property Corner Monumentation _________________________________
   - Other Necessary Description of Lots & Servitudes _________________________________
   - Location & Description of Existing Buildings. If property is vacant, statement that no buildings exist on that property ________________________________
   - Approximate Location & Description of Existing Buildings on Adjacent Properties ______
   - Front Building Lines (if applicable) _____________________________________________
   - Method of Sewage Disposal _____________________________________________________
   - Sewage Disposal Note: (No person shall provide or install a method of sewage disposal, except connection to an approved sanitary sewer system, until the method of sewage treatment and disposal has been approved by the Ascension Parish Health Unit.)(Section 40.302) _________
   - Water Supply Note: (Source of Water Supply shall be approved by the Ascension Parish Health Unit)(Section 40.307) _____________________________

Checklist-Family Partition.doc Approved: May 14, 2003
E. **Drainage Ditches:** (Section 40.201.E)
   - Existing Drainage Ditches, Ponds and Lakes (Size, Location, and Existing or Proposed Servitude)
   - Note Stating “Any New Drainage Ditch Required by the Subdivision of This Property for the Purpose of Transporting Runoff or Sewage Treatment Plant Effluent to an Existing Parish Maintained Ditch Shall Be Constructed by the Property Owner(s)”.
   - Contour Map Where Terrain May Affect Location of Ditches (copy of latest Quad. Map)

F. **Private Access Drive:** (Section 60.100)
   - Dedication of Private Access Servitude (Section 60.100.H) signed by Owner(s) (20 foot Minimum Width if 1 lot, 40 foot Minimum Width if more than 1 lot, 30 foot Minimum Width if Variance is Requested)
   - Location, width and description of existing Access Drive
   - Dedication for existing private drive should also be signed by existing users of drive responsible for its maintenance
   - Contour map where terrain may affect location of Private Drive (copy of latest Quad. Map)

G. **Special Use Areas:** (Section 40.201.H)
   - Location and Size of Proposed Parks, Playgrounds, Church or School Sites or Other Special Land Uses

H. **North Point, Graphic Scale and Date** (Section 40.201.I)
   - North Point, Graphic Scale and Date

I. **Vicinity Map** (Section 40.201.J)
   - Vicinity Map at 500’ scale Showing Existing Streets, Roads, Drainage Channels and Buildings Within 1000’ of Property Being Subdivided

J. **F.E.M.A. Floodplain** (Section 40.201.K)
   - F.E.M.A Floodplain Delineation, Flood Zone Designations, 100 Year Base Flood Elevation, and Inundation Elevation (if available)

K. **General Partition Information**
   - Proposed Private Driveway Improvements
   - Private use and maintenance note (Section 60.100.D)
   - Affidavit of transfer to designated family member (Section 60.100.D)

Submittal shall include:
40.301 The family partition plat shall be **legibly** drawn on paper with minimum dimensions of 8.5" X 11".
20.502 Eleven (11) full scale prints and one (1) 11" x 17" reduced print of the family partition plat and specified supplementary material shall be submitted.

Initial Review By: ___________________________ Date: ___________________________

Final Review By: ___________________________ Date: ___________________________