

# Ascension Parish Planning & Zoning Commission



## Preliminary Plat & Submittal Checklist

Date of Submitted \_\_\_\_\_

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### 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 \_\_\_\_\_

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- 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 \_\_\_\_\_