

Application for Plat Approval
Community Development and Planning Department

Check One:

Preliminary Plat Revised

Final Plat Revised

Resubdivision Variance

Check One:

City of Lafayette Unincorporated Parish

Filing Fee \$ _____

Name of Plat: _____

Location: _____

Owner: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email Address (Required): _____

Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email Address: (Required) _____

Surveyor: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email Address: (Required) _____

<p style="text-align: center;">OFFICE USE ONLY</p> <p>Date of Application: _____</p> <p>Proposed ADRC Meeting: _____</p> <p>Proposed Planning Commission Meeting: _____</p> <p>Received by: _____</p>
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AFFIDAVIT OF OWNERSHIP

To be completed by owner:

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

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

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

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

Signature of Owner: _____ Date: _____

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To be completed by Applicant/Developer:

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

Applicant' s Name: _____
(Please Print)

Applicant's Signature: _____ Date: _____

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APPEALS OF A PLANNING COMMISSION ACTION MUST BE MADE TO THE APPLICABLE GOVERNING BODY IN ACCORDANCE WITH THAT BODY' S ADOPTED POLICY. PLEASE CONTACT THE PLANNING COMMISSION STAFF FOR COPIES OF THE APPEAL PROCEDURES.

MINIMAL GRAPHIC REQUIREMENT

A. *SUBMITTAL REQUIREMENT

- **Thirty (30) copies** of the plat, size 24" x 36" (only), **folded** to 9" by 12" with the lower right hand corner of the plat facing out. (More copies may be required after technical review.)
- One (1) 8" x 11" reduction of the plat
- Completed application form (including owner' s signature)
- Proof of Ownership of Property
- Any applicable Power of Attorney documents or signature authority documents
- Required filing fees
- Adjacent Property Owners (within 300 feet), Owner/Developers and Surveyors names and address **typed on mailing label (Avery 5160) & emailed to Leticia Leblanc (leticia@LafayetteLA.gov)**. **The application will not be placed on the Meeting Agenda without proper mailing labels being received by submittal deadline to the PZC.**
- Site Plan (if applicable)

B. GRAPHIC REQUIREMENTS

- Proposed plat name and type
- Legal description
- Number of lots/units (as separate entry)
- Total Acreage (as separate entry)
- Minimum frontage (as separate entry)
- Minimum lot size (as separate entry)
- Vicinity Map with North Arrow oriented the same as the plat
- Names, address, and telephone numbers of the property owner(s)
- Names, address, and telephone numbers of the developer(s)
- Name, address, and telephone number of the surveyor
- Surveyors stamp
- Surveyors signature
- Names and address of adjacent property owners
- Scale of plat - written and graphic
- North Arrow
- Date of Preparation
- Existing and proposed street names
- Dimensions of all lots to the nearest foot
- Lots and blocks numbered consecutively
- Existing buildings, roads, easements power lines, gas lines, and all features located in and abutting the plat
- All curve data
- Bearings of all lot lines
- Distance from nearest intersection

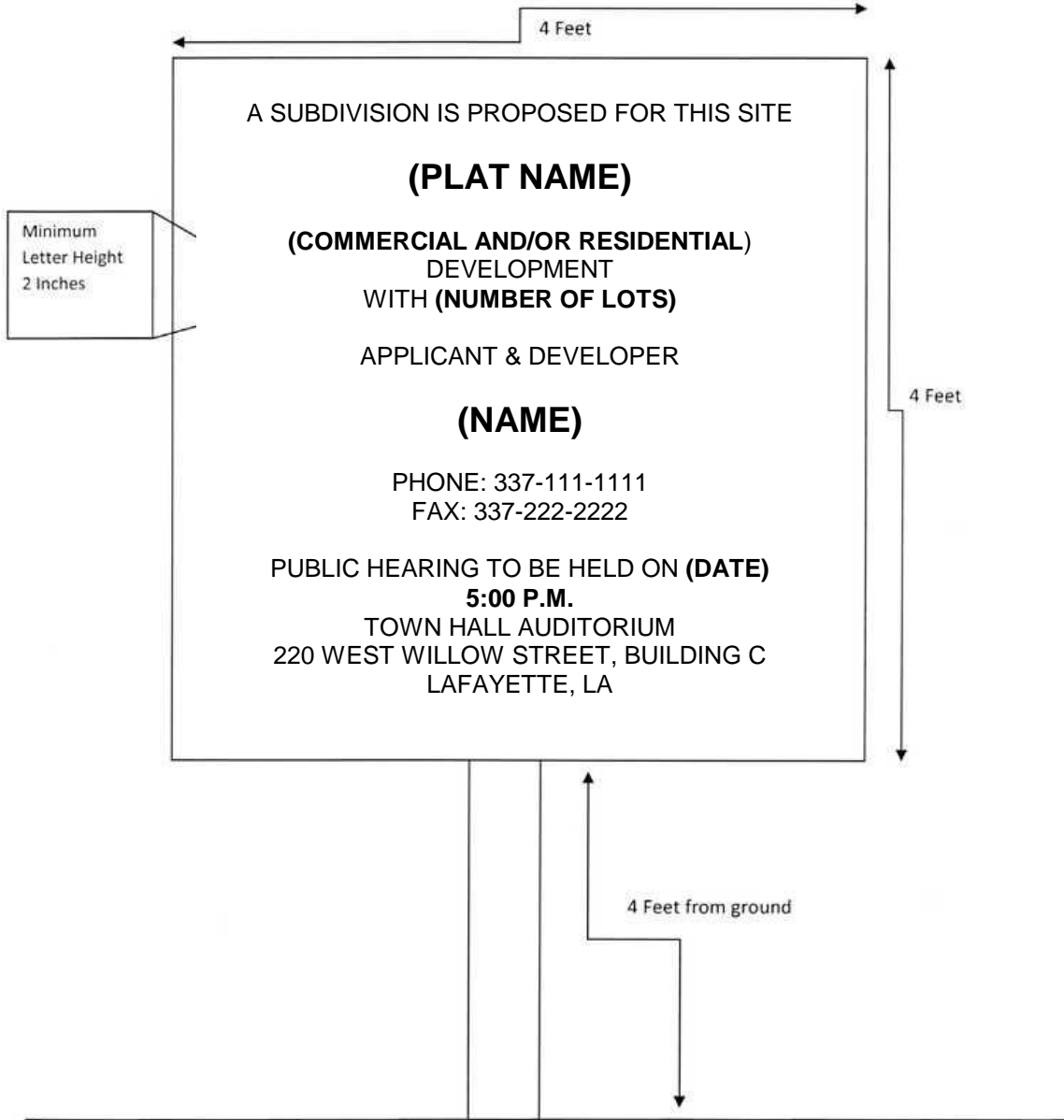
***These are minimal requirements that must be provided for the acceptance of an application. By no means are these the only requirements for plat approval. This list is not a substitute for the Lafayette Development Code (LDC).**

SIGN REQUIREMENTS

1. Sign must be weatherproof.
2. Sign must be posted in location nearest the public right of way to the proposed development.
3. Sign must be 4' x 4' in size and must be a minimum of 4 feet off the ground when posted.
4. Sign must be green in color.
5. Sign must state the following information:
 - a. Name and type of the proposed development or subdivision
 - b. The total number of proposed lots.
 - c. Applicant/developer's name, telephone and fax number. Names shall include all principals, partners, shareholders or members of any applicant/developer entity
 - d. Date, time and location of the public hearing with respect to the proposed subdivision.
 - e. The statement, "A subdivision is proposed for this site."
7. Sign must be posted in one or more public street rights-of-way nearest to the proposed subdivision at least **fourteen (14)** days prior to the date of the Planning Commission Meeting.
6. Sign must be removed within **seven (7)** working days following the public hearing, unless the decision of the Planning Commission or Hearing Examiner is appealed.

NOTE: IF SIGN IS NOT POSTED TIMELY, THE APPLICATION WILL BE REMOVED FROM THE PLANNING COMMISSION AGENDA.

“SAMPLE ONLY”



PROPOSED DEVELOPMENT SIGN

2022
PARISH PLANNING COMMISSION SCHEDULE

DEADLINE 4:00 P.M.	ADRC MEETING	SIGNS POSTED	AD PUBLISHED	PROPERTY OWNER NOTIFICATION	PACKET	PLANNING COMMISSION MEETING 5:00 P.M.
December 2, 2021	December 15, 2021	December 27, 2021	December 31, 2021	January 3, 2021	January 5, 2022	January 10, 2022
January 6, 2022	January 19, 2022	January 31, 2022	February 4, 2022	February 7, 2022	February 9, 2022	February 14, 2022
February 3, 2022	February 16, 2022	February 28, 2022	March 4, 2022	March 7, 2022	March 9, 2022	March 14, 2022
March 3, 2022	March 16, 2022	March 28, 2022	April 1, 2022	April 4, 2022	April 6, 2022	April 11, 2022
April 7, 2022	April 20, 2022	April 25, 2022	April 29, 2022	May 2, 2022	May 4, 2022	May 9, 2022
May 5, 2022	May 18, 2022	May 30, 2022	June 3, 2022	June 6, 2022	June 8, 2022	June 13, 2022
June 2, 2022	June 15, 2022	June 27, 2022	July 1, 2022	July 1, 2022	July 6, 2022	July 11, 2022
July 7, 2022	July 20, 2022	July 25, 2022	July 29, 2022	August 1, 2022	August 3, 2022	August 8, 2022
August 4, 2022	August 17, 2022	August 29, 2022	September 2, 2022	September 5, 2022	September 7, 2022	September 12, 2022
September 1, 2022	September 21, 2022	September 26, 2022	September 30, 2022	October 3, 2022	October 5, 2022	October 10, 2022
October 6, 2022	October 19, 2022	October 31, 2022	November 4, 2022	November 7, 2022	November 9, 2022	November 14, 2022
November 3, 2022	November 16, 2022	November 28, 2022	December 2, 2022	December 5, 2022	December 7, 2022	December 12, 2022
December 1, 2022	December 21, 2022	December 26, 2023	December 30, 2022	December 30, 2022	January 4, 2023	January 9, 2023

Applications are accepted at any time during the month; however, the application deadline determines the Commission meeting date.

2022

CITY PLANNING & ZONING COMMISSION SCHEDULE

DEADLINE 4:00 P.M.	ADRC MEETING	SIGNS POSTED	AD PUBLISHED	PROPERTY OWNER NOTIFICATION	PACKET	PLANNING COMMISSION MEETING 5:00 P.M.
December 2, 2021	December 15, 2021	January 10, 2022	January 14, 2022	January 17, 2022	January 19, 2022	*January 24, 2022*
January 6, 2022	January 19, 2022	February 7, 2022	February 11, 2022	February 14, 2022	February 16, 2022	February 21, 2022
February 3, 2022	February 16, 2022	March 7, 2022	March 11, 2022	March 14, 2022	March 16, 2022	March 21, 2022
March 3, 2022	March 16, 2022	April 4, 2022	April 8, 2022	April 11, 2022	April 13, 2022	April 18, 2022
April 7, 2022	April 20, 2022	May 2, 2022	May 6, 2022	May 9, 2022	May 11, 2022	May 16, 2022
May 5, 2022	May 18, 2022	June 6, 2022	June 10, 2022	June 13, 2022	June 15, 2022	June 20, 2022
June 2, 2022	June 15, 2022	July 6, 2022	July 8, 2022	July 11, 2022	July 13, 2022	July 18, 2022
July 7, 2022	July 20, 2022	August 1, 2022	August 5, 2022	August 8, 2022	August 10, 2022	August 15, 2022
August 4, 2022	August 17, 2022	September 5, 2022	September 9, 2022	September 12, 2022	September 14, 2022	September 19, 2022
September 1, 2022	September 21, 2022	October 3, 2022	October 7, 2022	October 10, 2022	October 12, 2022	October 17, 2022
October 6, 2022	October 19, 2022	November 7, 2022	November 11, 2022	November 14, 2022	November 16, 2022	November 21, 2022
November 3, 2022	November 16, 2022	December 5, 2022	December 9, 2022	December 12, 2022	December 14, 2022	December 19, 2022
December 1, 2022	December 21, 2022	January 9, 2023	January 13, 2023	January 16, 2023	January 18, 2023	*January 23, 2023*

Applications are accepted at any time during the month; however, the application deadline determines the commission meeting date.

Planning Commission Meeting moved to the 4th Monday of the Month

ACT OF DEDICATION

BE IT KNOWN, that on this ____ day of _____, 20____ before me, the undersigned Notary Public, duly commissioned and qualified as such in and for the aforesaid Parish and State, and in the presence of the undersigned competent witnesses, personally came and appeared:

who, after being first duly sworn, did depose and declare that Appearer is the owner or the authorized representative of the owner of certain property more fully described as follows, to wit:

That certain parcel of ground, together with all improvements thereon, and all rights, ways, privileges, servitudes, advantages and appurtenances thereon and thereunto appertaining to be known and declared as _____ Subdivision, Phase ____, located in the City and/or Parish of Lafayette as shown and set forth in that certain plat of survey prepared by _____, Registered Land Surveyor, dated the ____ day of _____ 20 ____, a copy of which is attached hereto and made a part hereof.

Appearer has submitted the hereinabove referenced and attached plat of survey to the Lafayette City-Parish Consolidated Government, Community Development and Planning Department in order to have plat approval issued by said Department. In connection therewith, and in order to obtain such approval, Appearer does by these presents make the following dedications:

- I. Appearer dedicates to the public all roads, streets, alleys, cul-de-sacs, rights of way, rights of passage, and other avenues or routes for ingress and egress, as shown on the plat of survey referenced herein and attached hereto; it being the intention of Appearer to statutorily dedicate same in accordance with La. R.S. 33:5051. The statutory dedication(s) made herein shall not apply to any road, street, alley, cul-de-sac, rights of way, rights of passage or other avenue or route for ingress and egress expressly marked or noted on said plat as being either private, or where the ownership of same is expressly reserved by Appearer. Where ownership of same is expressly reserved by Appearer, the dedication shall result in the grant, by Appearer, of a servitude of public use in and to said roads, streets, alleys, cul-de-sacs, rights of way, rights of passage, and other avenues or routes for ingress and egress in favor of the Lafayette City-Parish Consolidated Government (“City-Parish”).

- II. Appearer further dedicates and grants perpetual predial servitudes in favor of the City-Parish, and such other persons, entities or estates who are given authority by said City-Parish, to use all servitudes, easements, rights of way and other noted areas for public use, as shown on the plat of survey referenced herein and attached hereto, or who may as a result of this grant of perpetual predial servitudes derive any benefit therefrom, and in connection therewith Appearer agrees that the City-Parish, and any such persons, entities and estates as are authorized by the City-Parish, shall have access to said perpetual predial servitudes for the purpose of (i) constructing drainage, electric, sewer, water, gas, traffic control, telecommunication, and other utility facilities; (ii) repairing, maintaining, upgrading, improving or otherwise operating any and all facilities placed in or upon the perpetual predial servitudes dedicated herein. In connection therewith, the City-Parish, and any such persons, entities and estates as are authorized by the City-Parish, may, within the confines of said perpetual predial servitudes, clear brush, trees and other items or obstacles as may interfere with the free use of said perpetual predial servitudes; remove all obstacles which would hamper or preclude the exercise of the perpetual predial servitudes dedicated; and otherwise have full access for the purpose of utilizing and maintaining the perpetual predial servitudes dedicated and any improvements hereafter or heretofore constructed therein, or thereon.

Appearer agrees to provide for the perpetual maintenance of any and all roads, streets, alleys, cul-de-sacs, rights of way, rights of passage, all other avenues or routes for ingress and egress, servitudes, easements, water, sewer, including sewage receptors of effluent and other discharges from any and all sewer systems, drainage, drainage ditches, including roadside ditches, or other items dedicated herein until said items have been formally accepted for perpetual maintenance by the City-Parish. Until such acceptance for perpetual maintenance by the City-Parish, Appearer will perform and will take all actions necessary to maintain, clean, clear or improve said items dedicated as necessary and/or required by law.

In connection with the exercise of the use of the dedicated areas and servitudes created hereby, the City-Parish, for the ultimate benefit of the public and any other persons, entities or estates, shall have such access as is appropriate or reasonably necessary, both within and without the actual confines of the dedicated areas and servitudes, as same are shown on said plat, to access said dedicated areas and servitudes in order to maintain same, improve same, construct appropriate improvements, structures and appurtenances with regard thereto, in accordance with the relevant provisions of the Louisiana Civil Code, and in particular Article 745 thereof.

THUS DONE AND PASSED on the date first hereinabove written, before me, Notary, and in the presence of the undersigned competent witnesses, after due reading of the whole.

WITNESS:

APPEARER:

Printed Name: _____

Printed Name: _____