PRELIMINARY Review Checklist

Name of Development – Circle type of Development - Sub, Apts, TH, MHP

Plat page -
1. Plans drawn to a scale of minimum 200' per inch with North Point and date.
2. Plans state: PRELIMINARY
3. Name and Type of development stated on plat
4. Vicinity map of area showing proposed location of site. Map must show highways, railroads, rivers and nearest incorporated area. Scale of 1"=1 mile covering 48 square miles.
5. Name and address of owner/developer & name and address of engineer.
6. Total number of acres.
7. Total number of lots/units.
8. Each lot/unit numbered.
10. Names and addresses of adjacent land owners as they appear in the parish assessor's records.
11. Complete legal description of development including section, township and range, boundaries of property, boundaries of incorporated areas or other established districts, ditches, water courses and any other features physical conditions.
12. All proposed future phases must be shown.
13. FIRM map information; zone, panel number and date (Base Flood if in A or AE) and Wetlands
14. Greenspace: Sub with 50 lots/20 acres - 15% of the total acreage; Apts 10% total acres
15. Subdivisions: Total square footage is shown on each lot and is in compliance with regulations.
16. Subdivisions: Lot dimensions shown on each lot and are in compliance with regulations.

Additional Pages -
17. If community sewer, a layout of the proposed sewer collection and treatment system.
18. If individual sewer, show effluent discharge into a public maintained ditch or lateral.
19. If community water, a layout of proposed location of mains, wells, treatment facilities, tanks, tentative size and type.
20. Schedule of all cross-drain/driveway culverts, showing culvert size, & design flow-line elevation.
21. Proposed location, names and widths of street right-of-ways, easements and servitudes.
22. Layout of typical diagram of street section, entrance, and Cul-de-sac that includes right-of-way, location and type of drainage; width, depth and type of base; width, thickness and type of pavement and location of utilities. Open ditch: 60' row, 20' hard surface, Curb and Gutter: 50' row
23. All hard surfaced, dead-end streets greater than 500ft will end in a cul-de-sac or T-turn. Cul-de-sac minimum ROW diameter of 120ft and a minimum roadway surface of a 100ft.
24. Location, name and right of way widths and easements of existing streets.
25. Streets that are going to remain private or gated communities must be stated on plat.

Also, the following items must be turned in by meeting deadlines:
26. Wetlands as submitted for JD
27. Drainage Board Approval Letter (if in drainage dist.)
28. Letter from 911 Office Approving Street Names
29. Fees

Comments:

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Members Present:
1. Bridget Bailey, Com Dev Director
2. Kiley Bates, Engineer
3. Lauren Brinkman, FPA
4. Dennis Crocker, Fire District Admin
5. Taylor Addison, PC Secretary

Date:
1. Wesley Danna, Roads Inspector
2. Russell Johnson, PE
3. Nic LeBlanc, CBO
4. Tom Fagan, LDH
5. Jason Hood

Revised-12-11-2019