



**ST. JOHN**  
PLANNING & ZONING

**SUBDIVISION APPLICATION**

TO SUBMIT APPLICATION ONLINE VISIT [WWW.MYGOVERNMENTONLINE.ORG](http://WWW.MYGOVERNMENTONLINE.ORG)

**OFFICE USE ONLY**

Docket No: _____	Date Requested: _____
Meeting Date: _____	Zoning District: _____
Parcel #: _____	Flood Zone: _____
Council District / At Large: _____	Historic District: Y / N      Design Rev Corridor: Y / N
Lot, Sq., Subdivision: _____	

**APPLICANT INFORMATION**

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

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

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

**PROPERTY OWNER INFORMATION** (ALL owners must be listed and must sign)

Same as above? (circle one) **YES / NO** If **NO**, has the authority of the applicant to act on behalf of the property owner been verified with a signed, dated, and notarized endorsement? Complete page 5.

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

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

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

**SUBDIVISION INFORMATION**

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

- |                                           |                                                       |
|-------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Resubdivision of Existing    |
| <input type="checkbox"/> Conditional Plat | <input type="checkbox"/> Administrative Resubdivision |
| <input type="checkbox"/> Final Plat       | <input type="checkbox"/> Family Resubdivision         |

Total Acreage: \_\_\_\_\_ Total Square Footage: \_\_\_\_\_

Current # of lots: \_\_\_\_\_ Proposed # of lots: \_\_\_\_\_

Property Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



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**SUBDIVISION INFORMATION (continued):**

List bounding streets, railroads, canals, or landmarks immediately abutting the property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has the subdivision ever been before the Planning Commission? (circle) **YES / NO**

If **YES**, when? \_\_\_\_\_ Describe application/approval: \_\_\_\_\_  
\_\_\_\_\_

Describe changes made to the plat/property since this approval: \_\_\_\_\_

Is a modification from the Subdivision Regulations being requested? (circle) **YES / NO**

If **YES**, please describe: \_\_\_\_\_

Current use of property: \_\_\_\_\_

Proposed use of property: \_\_\_\_\_

**SUBMITTAL REQUIREMENTS**

- Completed and signed application.
- Recorded copy of Act of Sale, Judgement of Possession, or Deed to the property.
- Five (5) stamped copies of the proposed subdivision/resubdivision plat.
- Payment of fees; payable by credit card, check or money order to: "St. John Parish Council".

*NOTE: St. John the Baptist Parish has not examined nor reviewed the title of any portion of land in this application, or any restrictive covenants or restrictions placed on said property. Any action of the Parish in this matter does not: (1) imply that the applicant's title or ownership is valid, (2) that there are or are not any restrictive covenants or other restrictions on said property, or (3) that any restrictive covenants or restrictions that may be on said property are enforceable or are not enforceable.*

*NOTE: Within sixty (60) days of submission of minimum application requirements, this application will become null and void. By signature of this application, the applicant agrees and understand that all permit fees are non-refundable.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



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**OWNER'S AFFIDAVIT OF UNDERSTANDING**

I (We), do hereby understand that this plat and the development of this area shall comply with all the requirements of the State of Louisiana pertaining to the zoning, subdivision and development of land within St. John the Baptist Parish, State of Louisiana, and that this plat shall not be accepted for review until all required items have been submitted in the proper manner, to the Parish Council, or its duly authorized representative, and all required fees have been paid and received by the Parish Council or its duly appointed representative. I (We) further understand that St. John the Baptist Parish has not examined nor reviewed the title of any portion of land shown, nor any restrictive covenants or restrictions placed thereon. I (We) understand that any action to affirm this subdivision request does not imply: (1) that the applicants' title or ownership is valid, (2) that there are or are not any restrictive covenants on the property, or (3) that any restrictive covenants or restrictions that may be on the property are enforceable or are not enforceable.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

SWORN TO ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

Print name of Notary: \_\_\_\_\_

Bar roll #: \_\_\_\_\_





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**OWNER'S ENDORSEMENT**

(please print clearly)

I \_\_\_\_\_ being duly sworn, depose that I reside at

Owner(s) / Corporation

\_\_\_\_\_ in the Parish

Street

City

of \_\_\_\_\_ and State of \_\_\_\_\_ and that I am

Parish

State

the owner of the property described as \_\_\_\_\_ and that I have authorized

Address

\_\_\_\_\_ to make the foregoing subdivision/resubdivision application.

Applicant

\_\_\_\_\_  
Signature of owner(s) of property or authorized agent

SWORN TO ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,

\_\_\_\_\_  
NOTARY PUBLIC

Print name of Notary: \_\_\_\_\_

Bar roll #: \_\_\_\_\_

# Resubdivision Process

