



ST. JOHN
PLANNING & ZONING

MOBILE HOME AND RV PARK APPLICATION

TO SUBMIT APPLICATION ONLINE VISIT WWW.MYGOVERNMENTONLINE.ORG

OFFICE USE ONLY

Permit No: _____	Parcel #: _____
Date Requested: _____	Zoning District: _____
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 3.

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

PROPERTY INFORMATION

Property Address: _____

Current Zoning Classification: _____

Subdivision: _____

Parcel #: _____

Property Size (square feet): _____

Applicant's Signature

Date



MOBILE HOME AND RV PARK APPLICATION

OFFICE USE ONLY

Permit No: _____

PROPERTY USE

Development Type: : New Addition to Existing

Park Type: RV Only Mobile Home Only Mobile Home and RV

Existing # of Spots/Sites: _____ Proposed # of Spots/Sites: _____ Total # of Spots/Sites: _____

Total Square Footage: _____

FEE SUMMARY

- 1. Electrical Trade \$135.00 per site/spot
- 2. Plumbing Trade \$135.00 per site/spot
- 3. Technology Fee \$ 10.00
- 4. Zoning Inspection Fee \$ 50.00
- 5. New Commercial Construction \$ 0.50 per square foot, with a minimum fee of \$500 (For additions to parks with no service building, new RV Parks, and new Mobile Home Parks that allow RVs).

SUBMITTAL REQUIREMENTS

- Completed and signed application.
- Recorded copy of Act of Sale, Judgment of Possession, or Deed to the property.
- Survey or plat showing the dimensions, acreage, and location of tract prepared and stamped by an architect, engineer, or surveyor (PLS).
- Site Plan showing the layout of the park, including roads, RV/Mobile Home spots/sites, and service building.
- Complete set of building plans for new construction of the service building, when required.
- Floor plan with existing service building, including number and type of fixtures.
- Electrical Plan.
- Plumbing Plan.
- 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



MOBILE HOME AND RV PARK APPLICATION

OFFICE USE ONLY

Permit No: _____

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 petition for a placement .
Applicant

Signature of owner(s) of property or authorized agent

SWORN TO ME THIS _____ DAY OF _____,

NOTARY PUBLIC
Print name of Notary: _____
Bar roll #: _____

MOBILE HOME AND RV PARK REQUIREMENTS

Where are RV Parks and Mobile Home Parks allowed?

- **New RV parks and additions to existing RV Parks** – only allowed in Rural District with a conditional use permit
- **Additional RV spots for existing mobile home parks that also allow RVs** – only allowed in Rural District with a conditional use permit
- **New Mobile Home Parks (No RVs) and additions to existing mobile home parks (No RVs)** – allowed in Rural, R4, and MHP Districts with a conditional use permit

What is required for each permit type?

NEW

New RV Parks and new Mobile Home Parks that allow RVs

- A plot plan showing the layout of the park, including roads, RV/mobile home spots/sites, and service building
- A complete set of plans for the service building
- An electrical plan for the entire park
- A plumbing plan for the entire park
- Fees: \$0.50 per square foot for the service building (minimum \$500) plus 1 electrical and 1 plumbing trade permit for each spot (\$125 each)

New mobile home parks that do NOT allow RVs –

- A plot plan showing the layout of the park, including roads and mobile home spots/sites
- An electrical plan for the entire park
- A plumbing plan for the entire park.
- Fees: 1 electrical and 1 plumbing trade permit for each spot (\$125 each)

ADDITIONS

Additions to existing RV parks and additions to existing mobile home parks that allow RVs (When there **IS an existing service building on site)**

- A plot plan showing the layout of the park, including roads, existing and proposed RV/mobile home spots/sites, and the existing service building
- A layout of the existing service building (should include floor plan showing existing number and type of fixtures)
- An electrical plan for the addition to the park, including where it is tying into the existing
- A plumbing plan for the addition to the park, including where it is tying into the existing
- Fees: 1 electrical and 1 plumbing trade permit for each spot (\$125 each)

Additions to existing RV parks and additions to existing mobile home parks that allow RVs (When there is **NO existing service building on site)**

- A plot plan showing the layout of the park, including roads, existing and proposed RV/mobile home spots/sites, and service building
- A complete set of plans for the service building
- An electrical plan for the addition to the park, including where it is tying into the existing
- A plumbing plan for the addition to the park, including where it is tying into the existing
- Fees: \$0.50 per square foot for the service building (minimum \$500) plus 1 electrical and 1 plumbing trade permit for each spot (\$125 each)

Additions to existing mobile home parks that do NOT allow RVs

- A plot plan showing the layout of the park including roads and existing & proposed mobile home spots/sites
- An electrical plan for the addition to the park, including where it is tying into the existing
- A plumbing plan for the addition to the park, including where it is tying into the existing
- Fees: 1 electrical and 1 plumbing trade permit for each spot (\$125 each)