



Municipal Services Center
6703 Sullivan Road
Central, LA 70739
P: 225.262.5000 ~ F: 225.262.5001

A-1 Application
Rezoning

Application Fee
Advertising Fee
Receipt Number
Case Number
Meeting Date
Received by

Please Print or Type

- 1. Name of Applicant, Daytime Telephone, E-Mail Address, Business, Address, City, State, Zip
2. Name of the Property Owner, Daytime Telephone, Address, City, State, Zip, E-mail Address
3. Legal description of property (Subdivision or Tract name), Lot, Block/Square, Subdivision, Location
4. Property Street Address
5. Specific Proposed use
6. Action Requested: Rezoning or Rezoning w/ Conditional Use Permit Approval, To rezone from, Acres
7. Justification for action requested.
8. Industrial or Manufacturing Process: Describe any industrial or manufacturing process that will occur as a result of the proposed rezoning.

9. Toxic or Hazardous Substances

List any toxic or hazardous substances that will be used, stored, processed or manufactured or released on the subject property. For the purpose of this section "toxic or hazardous substances" shall include those substances most currently listed and updated from time to time by the Administrator of the E. P. A. pursuant to 42 U. S. C. 9602, 42 U. S. C. 11023 (c). (Note: This section does not apply to a change in zoning classification for the sole purpose of residential development. The applicant may withhold a specific chemical identity, including the chemical name and other specific identification, if the applicant would be exempt from the reporting requirements of 42 U. S. C. 11001 et. seq. as authorized by 42 U. S. C. 11042 (a) (b) (c). Generic class or category of the toxic or hazardous substance may be substituted for the specific chemical identity.)

10. Previous Applications

Has any application been submitted to the Planning Commission concerning any part of the subject property within the past two years?

Yes No

If yes, provide the details and final deposition below.

11. Describe the impact on infrastructure (Streets, Traffic, Drainage, Sewer)

12. Describe the impact on public services; such as schools, parks, transportation and other public facilities.

13. Acknowledgement

In filing this application, I understand that it becomes a part of the public record of the City of Central/Parish of East Baton Rouge and hereby certify that all information contained herein is accurate to the best of my knowledge. **I understand that the application and advertising fees are nonrefundable. (Applications must be received by noon on the scheduled Application Deadline.) Also, I understand the public notice requirements for adjacent property owner notification and that failure to provide proof of the public notification shall cause the application to be deemed incomplete.**

Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

Signature of Applicant	Type or Print Name of Applicant	Date
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Signature of Property Owner	Type or Print Name of Property Owner	Date
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Site Plan Requirements

***All rezoning applications within the City of Central are required to submit a site plan with their rezoning application. Please call 262-5000 for more details.**

The specific site plan must be a drawn to an appropriate scale, be sufficiently dimensioned, and placed on a sheet of paper no smaller than 8.5" x 11 and no larger than 11" x 17" and must include:

- 1) 15 copies of the site plan submitted with application
- 2) CD-ROM or electronic copy of site plan submitted with application
- 3) The date, scale, north point, title, name of owner, lot number and address of the proposed location.
- 4) The location and dimensions of all proposed buildings, driveways and parking, with distances from property lines; as well as the location of free standing signage and open spaces proposed on the property. If there are any existing buildings on the property that will remain, the location and dimensions of those buildings must be shown as well.
- 5) The location of any and all proposed drainage facilities, including all retention and/or detention areas and existing servitudes.
- 6) Existing topographic survey and proposed site's grading plan in a CAD format.
- 7) The location and dimensions of all boundary lines of the property.

Public Notice Requirements

A supplemental notice of the time and place of any required public hearing shall be sent by U.S. mail by the Applicant not less than twenty (20) days in advance of the hearing to the Commission staff and all owners of real property, within five hundred (500') feet of the boundaries of the land upon which a zoning change is requested. The Applicant shall provide the Commission staff with proof of the required mailing (consisting of a Certificate of Mailing from the U.S. Postal Service or delivery receipt) for each notice at least two (2) days prior to the public hearing. The failure to timely provide this proof shall cause the application to be deemed incomplete and prevent the Zoning Commission from considering the application. For the purpose of notice requirements to property owners, the names and addresses of such owners shall be deemed to be those on the East Baton Rouge Parish Assessor's records.

Staff Use Only

- A. Land Use Classification (s) _____
- B. Zoning Classification (s) _____
- C. Existing Land Use (s) _____
- D. Surrounding Land Use (s) _____
- E. Surrounding Land Use Classification (s) _____
- F. Surrounding Zoning Classification (s) _____
- G. Proposed Land Use _____
- H. Master Land Use Plan
- Consistent Size (in acres) of subject property _____
- Not Consistent Small Scale Large Scale (five acres or more)
- I. Describe compatibility of proposed amendment to future land use element objectives and policies:
- _____
- _____
- J. Identify other amendments necessary to preserve internal consistency with the Master Land Use Plan and elements:
- _____
- _____
- K. Comments
- _____
- _____
- L. Environmental Land Use Controls on property?
- No
- Yes – Send ELUCs notification letter to land owner and copy to applicant (if applicant is not land owner)
- M. Is subject property within Zone of Influence (Baker, Zachary) if so contact as needed.
- No
- Yes - date correspondence sent _____.

 Planning Director or Authorized Signature Date

**Instructions for Application A-1
 Rezoning**

Number	Item	Explanation
1.	Name of Applicant	Your name, a person's name, the name of the person who will sign as applicant in item 15 (i.e. John Doe, Mary Jones)

	Daytime Telephone	Telephone number where you may be reached Monday through Friday between 8:00 a.m. and 5:00 p.m.
	Business (if applicable)	If you are submitting this application as a representative of a business, put the name of the business here. If you are not submitting this application as a representative of a business, leave blank.
	Address/City/State/Zip	Your current mailing address.
2.	Name of Property Owner	The name of the person who currently owns the property described in item number 3 and 4. If the property is owned in the name of a business, the name of person employed by the business authorized to act as property owner. The name of the person who will sign as property owner in item number 15 (i.e. John Doe, Mary Jones).
	Daytime Telephone	Telephone number where the property owner may be reached Monday through Friday between 8:00 a.m. and 5:00 p.m.
	Address/City/State/Zip	Property owner's current mailing address.
3.	Legal Description of Property	Lot, block, square, subdivision and tax parcel number as listed in the current tax roll of the property.
4.	Property Street Address	Street number and street name of location described in item number 3. If the property is currently vacant and no street number is assigned, list only the name of the street which the building/structure/project will front.
5.	Specific Proposed Use	Indicate the specific proposed use of the property or structure(s). If the proposed use includes the sale or consumption of alcohol a Conditional Use Permit maybe required.
6.	Action Requested	Indicate the zoning classifications; "from" is the present classification and "to" is the classification requested. Also indicate the number of acres to be rezoned.
	Rezoning	If the request is to rezone part of property, a survey with dimensions shall be submitted showing the limits of the area to be rezoned out of the original tract.
7.	Justification for Action Requested	Explain the reason(s) justifying your request. Give as much information as possible supporting your request
8.	Industrial or Manufacturing Process	Describe any industrial or manufacturing that will be conducted on the premises. Include description of any wastes or by-products produced by this activity.

9. Toxic or Hazardous Substances List any toxic or hazardous substances that will be used, stored, processed or manufactured or released on this property.
10. Previous Applications Indicate by checking the appropriate box "yes or "no" whether the subject property has been submitted for rezoning within the past two years.
11. Impact on Infrastructure Describe the impact that the proposed project will have on infrastructure such as streets, traffic, drainage and sewer.
12. Impact on public facilities Describe the impact on Public Services such as schools, parks, transportation, and other public facilities.
13. Acknowledgement The applicant shall sign and date the application. The owner shall sign and date the application if the owner is different from the applicant. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

REZONING FEE SCHEDULE

Processing Fee is \$375 plus \$75 per acre over the first acre, maximum fee is \$2,000.

<u>ACREAGE</u>	<u>\$ AMOUNT</u>	<u>ACREAGE</u>	<u>\$ AMOUNT</u>
.01- 1.00	375	12.01 - 13.00	1275
1.01 - 2.00	450	13.01 - 14.00	1350
2.01 - 3.00	525	14.01 - 15.00	1425
3.01 - 4.00	600	15.01 - 16.00	1500
4.01 - 5.00	675	16.01 - 17.00	1575
5.01 - 6.00	750	17.01 - 18.00	1650
6.01 - 7.00	825	18.01 - 19.00	1725
7.01 - 8.00	900	19.01 - 20.00	1800
8.01 - 9.00	975	20.01 - 21.00	1875
9.01 - 10.00	1050	21.01 - 22.00	1950
10.01 - 11.00	1125	22.01 or More	2000
11.01 - 12.00	1200		