Houma-Terrebonne Regional Planning Commission Zoning & Land Vse Commission

F.O. Box 1446 Houma, Louisiana 70361-1446 Bus (985) 873-6793 - Fax (985) 580-8141

Upon receipt of an application for amendment, the office of the Zoning Administrator shall examine the application and shall make such investigation as is necessary. Within fifteen (15) days of receipt of an application, the office of the Zoning Administrator shall transmit the application, together with its report and recommendation, to the Zoning Commission. The Zoning Commission then shall hold a preliminary hearing on the application within thirty-five (35) days after receipt of such application for amendment and shall notify the applicant and the office of the Zoning Administrator of the time and place of such hearing. After holding a preliminary hearing, the Commission shall certify the application for public hearing, and shall notify the applicant of the time and place of such public hearing. The Commission shall fix a reasonable time of a public hearing and shall give public notice, as required by law, as well as notice to the applicant and to the office of the Zoning Administrator.

This ordinance, including the zoning map, is based on comprehensive studies, and is intended to carry out the objective of a sound, stable, and desirable development.

Please return the application and supporting plans to the office of the Zoning Administrator.

PLEASE COMPLETE THE FOLLOWING - NO APPLICATION ACCEPTED UNLESS COMPLETE

Date:			
Applicant's Name			
Address	City	State	Zip
Telephone Number (Home)		(Work)	
Interest in Ownership (Owner, etc.)			
Address of Property to be Rezoned &	& Legal Description (Lot, I	Block, Subdivis	sion)
Zoning Classification Request:			
From:	To:		
Previous Zoning History:	No		Yes
If Yes, Date of Last Application:			

AMENDMENT POLICY - Parish Zoning Regulations Section 28-201

1. <u>REASONS FOR THIS AMENDMENT:</u>

PLEASE CHECK ONE OR MORE:

It is recognized that casual change of the ordinance would be detrimental to the achievement of stable development. It is public policy, therefore, to amend this ordinance only when one or more of the following conditions prevail:

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	ERROR. There is a manifest error in the ordinance.
	<u>CHANGE IN CONDITIONS</u> . Changed or changing conditions in a particular area or in the metropolitan area generally make a change in the ordinance necessary and desirable.
	INCREASED NEED FOR SITES FOR BUSINESS OR INDUSTRY. Increased or increasing needs for business or industrial sites, in addition to sites that are available, make it necessary and desirable to rezone an area or to extend the boundaries of an existing district.
	<u>SUBDIVISION OF LAND</u> . The subdivision or eminent subdivision of open land into urban building sites make reclassification necessary and desirable.

2. LIMITATIONS ON PROPOSED AMENDMENTS:

Demonstrate that the proposed amendment meets the minimum size requirements and need for new districts as described in Section 28-201(b).

EXHIBITS REQUIRED - Parish Zoning Regulations Section 28-202

- 1. <u>LEGAL PLAT OF PROPERTY TO BE REZONED</u>: This plat is to be prepared by a licensed land surveyor or civil engineer. On the required plat, please include:
 - a. Land area to be affected including legal description;
 - b. Present zoning classification of area to be affected and zoning classification of abutting districts;
 - c. Public rights-of-way and easements bounding and intersecting the designated area and abutting districts;
 - d. Locations of all existing and proposed structures with supporting open facilities;
 - e. The specific ground area to be provided and continuously maintained for the proposed structure or structures.
- 2. <u>REASON FOR AMENDMENT</u>: Please state on a separate sheet why this proposal complies with either one or more of the above checked conditions for rezoning. In addition, the applicant may submit (optional) a site plan and/or development schedule of the proposal with this application.
- 3. <u>DEVELOPMENT SCHEDULE</u>: On a separate piece of paper, indicate a time schedule for the beginning and completion of development planned by the applicant. If the development is planned in stages, the time schedule shall indicate the successive stages and the development plan for each.
- 4. <u>MARKET INFORMATION</u>: Applicable only if the following conditions are met:
 - a. If the proposed amendment would require rezoning an area from an existing residential district to a freestanding commercial district;
 - b. If the proposed amendment would require more than double the area of an existing commercial district entirely surrounded by residential districts;
 - c. If the proposed amendment would enlarge an area of existing commercial district by more than eight (8) areas;

The market information shall include a written description of the market area to be served by the development, the population thereof, the effective demand for the proposed facilities and any other information describing the relationship of the proposed development to the needs of the applicable area.

- 5. PUBLIC NEED: Please state on a separate sheet the change in conditions in the area that make the proposed amendment necessary and desirable for the promotion of the public health, safety or general welfare.
- EFFECT OF AMENDMENT: Please include on a separate sheet of paper a report giving 6. the nature, description and effect of the proposed zoning amendment; if a change is required in the zoning map, a description of the probable effect on surrounding land uses and properties.
- 7. ERROR: The error, if error is alleged, that would be corrected by the proposed amendment.

PUBLIC NOTICE REQUIRED - Parish Zoning Regulations Section 28-202(d)

- The name, description of property owned and mailing address of each owner of property 1. lying within a distance of three hundred (300) feet of the fronting corners of the property.
- 2. Ten (10) days prior to the public hearing, the applicant shall submit proof of property posting in accordance with Section 28-202(d) of the Parish Zoning Ordinance.

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<u>SIGN</u>	ATURES REQUIRED				
1.	Printed names and addresses along with interest of every person, firm, or corporation represented by the applicant (may use separate sheet of paper):				
2.	The undersigned is/are owner(s) and/or represent(s) all owners of the entire land area and/or structures and/or encumbrances (including holders of mortgages, liens, servitudes, rights of way, usufructs, rights of habitation) included within the proposed district and, in signing, indicate concurrence with application:				
3.	Sufficient evidence to establish that the applicants are all the owners and encumbrance holders of the designated area and structures, and have both the means and ability to undertake and complete the proposed development (may attach separate sheet of paper):				
<u>APP</u>	LICATION FEE SCHEDU				
Terre	bonne Parish Consolidated	Government has a	lopted the following fee schedule:		
1.	Map Amendment:	\$25.00 / first a \$ 3.50 / every	acre thereafter, up to fifteen (15) acres		
	Minimum Charge - \$25.0	00;	Maximum Charge - \$100.00		
	e) own acres pplication.	. A sum of	dollars is enclosed and made a part of		
<u>DEC</u>	<u>LARATION</u>				
	e) declare that, to be the be and correct.	st of my (our) know	vledge and belief, all matters stated herein are		

Signature of Owner or Authorized Agent