



Date Received _____

POINTE COUPEE PARISH
SUBDIVISION /VARIANCE REQUEST APPLICATION (check all that apply)

Minor Standard Major Variance

Applicant: _____

Applicant's mailing address: _____

Phone#: _____ Cell#: _____ Fax#: _____

Email: _____

Applicant's Signature: _____

SUBMIT ONE APPLICATION PER OWNER IF MULTIPLE OWNERS

Owner's Name: _____

Address: _____

Phone# : _____

Signature (if different of applicant) _____

Application Fees: Minor - \$50
Standard- \$150
Major -\$300
plus \$5 per lot upon preliminary submittal
plus \$200 upon Final preliminary submittal
plus Engineering fees for review by Parish or Consulting Engineer
Variance - \$50 (in addition to subdivision fees)

The fee shall be non-refundable after presented to the Parish, even if applicant withdraws request.

1. Is applicant the owner of the property? Yes No

If "No" the applicant must attach a signed & notarized statement from all owners, including their addresses of the property granting him the legal right to represent them in this request.

2. A written legal description of the subject property must be submitted with this form. The subject property shall be described by Lot/Parcel and include a vicinity drawing prepared at a scale of no less than one (1) inch equals one thousand (1,000) feet showing: the general location of the proposed subdivision within the Parish or by reference to permanent survey monuments; the location of existing streets, alleys and highways; the location of natural and man-made features including watercourses; and the location of other important features, all within an area encompassing the proposed subdivision and extending outward from the proposed subdivision which may impact the lot size and shape. **The applicant must provide 10 copies of an approved plat.**

3. Does property include frontage on False River or Old River? Yes No

4. Does site contain any National or State registered trees? Yes No

4. The city where subject property is located: _____

5. Number of Lots? _____

6. Total number of acres? _____

7. Current use of subject property? _____

8. Proposed use of subject property? _____

9. If applying for a variance, what is the requested variance and hardship for the property?

10. State the property size and any type of structures on lot requesting a variance:

OFFICIAL USE ONLY:

Fees paid: Administrative _____ Preliminary _____ Final _____

10 preliminary/final plats submitted with subdivision/variance requests

All owners' signatures (one application per owner)

Certified Mail Receipts

Contour Map submitted

Electronic Shapefiles submitted

Date ad ran in Banner (14 days): _____

Date presented to Planning Commission: _____

Date presented to PC Parish Government: _____

Date map recorded by Surveyor: (attached receipt as proof) _____

Map received by: _____ Date _____

Revised 4/2022