



# ST. CHARLES PARISH

## DEPARTMENT OF PLANNING & ZONING

### APPLICATION FOR PUBLIC HEARING SPECIAL PERMIT USE

**PZSPU CASE #:** \_\_\_\_\_ **DATE SUBMITTED:** \_\_\_\_\_

**RECEIPT #:** \_\_\_\_\_ **ZONING DISTRICT:** \_\_\_\_\_

**APPLICANT:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**MAILING ADDRESS:**  
\_\_\_\_\_  
\_\_\_\_\_

**PROPERTY OWNER (S):**  
\_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_

**MUNICIPAL ADDRESS OF AFFECTED PROPERTY  
(OR GENERAL LOCATION, IF NO MUNICIPAL ADDRESS IS ASSIGNED):**  
\_\_\_\_\_  
\_\_\_\_\_

**PROPERTY IS LOCATED ON THE (N, S, E, W) SIDE OF \_\_\_\_\_  
STREET, APPROXIMATELY \_\_\_\_\_ FEET (N, S, E, W) OF \_\_\_\_\_  
STREET (NEAREST INTERSECTING STREET).**

**SUBDIVISION :** \_\_\_\_\_

**SQUARE #:** \_\_\_\_\_ **LOT #:** \_\_\_\_\_

**ACREAGE OR PROPERTY SIZE (SQUARE FEET):** \_\_\_\_\_

**FLOODPLAIN DESIGNATION:** \_\_\_\_\_

**PRESENT USE OF PROPERTY AND STRUCTURES THEREON:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CONTEMPLATED USE:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**HAS ANY PREVIOUS APPLICATION BEEN MADE TO THE PLANNING AND ZONING COMMISSION RELATIVE TO  
THE AFFECTED PROPERTY?**                      Yes                      No

**TYPE OF APPLICATION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHECKLIST OF APPLICATION REQUIREMENTS:**

- 1.** Complete application, signed by applicant and/or appropriate property owners, and duly notarized. If property owner is a corporate entity, the application must be signed by an authorized corporate representative and must be accompanied by a corporate resolution.
- 2.** Complete abutting property owner form (information can be obtained from the Assessor's Office).
- 3.** Site plan of affected property showing existing and proposed structures. Plan must show lot dimensions, existing structural dimensions, proposed structural dimensions, and appropriate setback distances.
- 4.** Paid fee of \$40 (check/money orders made payable to the St. Charles Department of Finance).

PLANNER CERTIFICATION OF APPLICATION \_\_\_\_\_

(COPY OF SPECIAL USE CRITERIA HAS BEEN PROVIDED TO THE APPLICANT)

(Signature)

**OWNER'S ENDORSEMENT**

**STATE OF LOUISIANA**

**PARISH OF ST. CHARLES**

I, \_\_\_\_\_ being duly sworn, deposes and states (i) that he or she is the owner of the property described in this application; (ii) that all of the statements contained in this application are true to the best of his or her knowledge and belief; and (iii) that he or she authorizes the foregoing petition.

\_\_\_\_\_  
Signature of Property Owner

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_,  
In my office at \_\_\_\_\_, Louisiana.

\_\_\_\_\_  
Signature of Notary

(SEAL)

# ABUTTING PROPERTY OWNERS

List names and addresses of **each owner** of property abutting the subject application parcel:

NAME OF PROPERTY OWNER(S)	ADDRESS OF PROPERTY OWNER(S)
1. _____	_____ _____
2. _____	_____ _____
3. _____	_____ _____
4. _____	_____ _____
5. _____	_____ _____
6. _____	_____ _____
7. _____	_____ _____
8. _____	_____ _____
9. _____	_____ _____
10. _____	_____ _____
11. _____	_____ _____
12. _____	_____ _____

**IF THERE ARE MORE THAN TWELVE ABUTTING PROPERTY OWNERS LIST THEIR NAMES AND ADDRESSES ON AN ADDITIONAL SHEET(S) OF PAPER AND ATTACH.**