



# ST. JOHN THE BAPTIST PARISH

## SUBDIVISION APPROVAL CHECKLIST

**PRELIMINARY PLAT**

(circle one)

**PRELIMINARY/FINAL PLAT**

### Confirmed

1) \_\_\_\_\_ Application complete  
Date received \_\_\_\_\_

RECORDED COB \_\_\_\_\_ Page \_\_\_\_\_  
Entry No. \_\_\_\_\_

2) \_\_\_\_\_ Log Application Number # \_\_\_\_\_

3) \_\_\_\_\_ Fees Paid

### PRELIMINARY

Advertisement	\$ 50
Preliminary Plat	200
\$5/lot _____	
Technology Fee	1
Total Preliminary Fee	\$ _____

### FINAL

Advertisement	\$ 50
Final Plat	300
Technology Fee	1
Total Final Fee	\$ _____

### CONDITIONAL

Conditional Plat	\$ 200
\$20/lot	_____
Inspection Fee	_____
(\$1.50/linear ft. of street)	
Technology Fee	1
Total Conditional Fee	\$ _____

### RESUBDIVISION

Advertisement	\$ 50
Prelim/Final	
1st 2 lots	50
\$10/lot after 2	_____
Recording fee	75
Technology fee	1
GIS Update	50
Total	\$ _____

Date:

- 4) \_\_\_\_\_ Administration Meeting: \_\_\_\_\_
- 5) \_\_\_\_\_ Utility Board Meeting: \_\_\_\_\_
- 6) \_\_\_\_\_ Planning Commission Meeting: \_\_\_\_\_
- 7) \_\_\_\_\_ Council Meeting: Intro./Adopt: \_\_\_\_\_
- 8) \_\_\_\_\_ Public Hearing Notice Sent: \_\_\_\_\_
- 9) \_\_\_\_\_ Sign Posted on Site: \_\_\_\_\_
- 10) \_\_\_\_\_ Public Hearing Notice Published: \_\_\_\_\_
- 11) \_\_\_\_\_ Agenda Items to Utility Board: \_\_\_\_\_
- 12) \_\_\_\_\_ Agenda to Planning Commission: \_\_\_\_\_
- 13) \_\_\_\_\_ Ordinance to Council: \_\_\_\_\_

**RECOMMENDATION AND ACTION TAKEN**

Administration	Approval_____	Cond. Approval_____	Disapproval_____
Utility Board	Approval_____	Cond. Approval_____	Disapproval_____
Planning Commission	Approval_____	Cond. Approval_____	Disapproval_____
Parish Council	Approval_____	Cond. Approval_____	Disapproval_____

**Final Approval** \_\_\_\_\_

\*\*Attach any conditions that apply to action taken.\*\*