

CITY OF NATCHITOCHEs

PLANNING & ZONING DEPT.  
700 Second St.  
P.O. Box 37  
Natchitoches, LA 71458-0037  
318-357-3840 Fax 318-357-3837

DEVELOPMENT REVIEW APPLICATION

Date: \_\_\_\_\_

Type Application: (check) Zone Change  Subdivision  Variance

1. Scaled site plan that shows dimensions of property, location of existing and proposed buildings and improvements, parking areas, fences, greenery, etc.
2. A certified list from the tax assessor of all owners of property lying within 300 feet of property proposed for a zone change.
3. Statement from the owner authorizing the application for a zoning amendment (if the applicant is not the owner of the property).
4. Copy of any applicable subdivision covenants.
5. \$50.00 cash, check, Visa or Mastercard to cover cost of public hearing notice advertisement.
6. **Application must be received by the 15<sup>th</sup> day of the month prior to the meeting of the Planning & Zoning Commission. The Commission meets once a month on the first Tuesday of each month. The applicant or a representative must attend the meeting. All zoning applications also require approval by the City Council. The City Council meets the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month.**
7. **Subdivision applications only.** Provide a survey plat prepared by a licensed surveyor or engineer showing the contemplated subdivision. (Subdivisions with improvements must be prepared in accordance with the Guidelines for Subdivision Development and Natchitoches Code - Article VI. Landscape Sec. 8-145.)

Name of Property Owner: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Applicant's Interest in property: Owner  Agent  Option Holder

Street Address of Property: \_\_\_\_\_

Present Zoning Classification: \_\_\_\_\_

Desired Zoning Classification: \_\_\_\_\_

Variance requested: (if applicable) \_\_\_\_\_

Use to which property will be put: \_\_\_\_\_

**I hereby acknowledge I have been advised that the City of Natchitoches does not have jurisdiction over private restrictive covenants governing subdivisions. Applications are accepted for the sole purpose of satisfying the requirements of Zoning Ordinance #1103 of 1974 as amended. Applicant should be advised that there may be private restrictive covenants applicable to the subject property.**

**Applicant's Signature:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

Date received: \_\_\_\_\_  
Planning Commission Public Hearing: \_\_\_\_\_  
Recommendation: \_\_\_\_\_  
City Council Public Hearing: \_\_\_\_\_  
Recommendation: \_\_\_\_\_  
Ordinance No: \_\_\_\_\_