



ST. JOHN

THE BAPTIST PARISH

PLANNING AND ZONING
102 E. Airline Highway, LaPlace, Louisiana, 70068
(985) 651-5565 Fax (985) 653-9808

OCCUPATIONAL LICENSE APPLICATION CHECKLIST

The following items must be submitted to the Department of Planning and Zoning in order to process your application for an occupational license:

- Completed and notarized Occupational License application
- Copy of lease and/or proof of ownership of property
- Notarized letter from property owner granting permission to applicant for a home occupation or home office
- Verification from the Utilities Department of Wastewater application submittal and fee payments to 434 Elm Street in Laplace
- Sales and Use Tax Certificate (985) 359-6600
- Heath Department approval (985) 536-3535
- Office of State Fire Marshal approval (225) 925-4911
- Copy of driver's license
- Parking plan
- Site plan (for fireworks stands)
- Landscaping plan (if required)
- \$60.00 application fee (Check or money order)
- Social security number and copy of driver's license for owner(s), owner(s)' spouse(s), manager(s) and manager(s)' spouse(s) (Alcohol license)
- Original newspaper ads (Alcohol license)
- Proof of residency in Louisiana for the past 2 years for owner(s), owner(s)' spouse(s), manager(s) and manager(s)' spouse(s) (Alcohol license)
- Other _____

Applicant's Signature

Date



ST. JOHN THE BAPTIST PARISH Planning & Zoning Department

102 East Airline Highway • LaPlace, LA 70068
Phone: 985-651-5565 • www.sjbparish.com

OCCUPATIONAL LICENSE APPLICATION PROCESS

Register with the Sales and Use Tax Office

A SALES TAX IDENTIFICATION # must be obtained through the St. John Sales and Use Tax Office at the following location:

ACI ST. JOHN, LLC
1704 Chantilly Drive, Suite 101
LaPlace, LA 70068
Telephone # (985) 359-6600

Louisiana Health Department Permit

If your business involves food and/or alcohol, a HEALTH PERMIT must be obtained through the Louisiana Health Department at the following location:

ST. JOHN PARISH HEALTH UNIT
DEPARTMENT OF HEALTH AND HOSPITALS
473 Central Avenue
Reserve, LA 70084
Telephone # (985) 536-3535

What documents must be presented with the application:

- Completed and Notarized Occupational License Application
- Sales and Use Tax Registration Certificate
- Health Department Permit (if required by DHH)
- Photocopy of your driver's license
- Lease or proof of ownership
- Commercial Occupation License requires Louisiana State Fire Marshal Approval.
(Please give them a call for requirements at (504) 568-8506)
- Beer & Liquor - see additional requirements (attached)
- If in a commercial or industrial zoned area the attached waste water user application must be completed and returned to 434 Elm Street, LaPlace.

Submit the above documents to the following department along with a \$60.00 Check or Money Order

ST. JOHN PARISH SERVICE CENTER
Planning & Zoning Department
102 East Airline Highway
LaPlace, LA 70068
Telephone # (985) 651-5565

Receiving Your Occupational License

The St. John Parish Sheriff's Office issues the actual Occupational License and there is a separate fee for issuance of the actual license. Once the St. John Sheriff's Office receives your approved Occupational License Application, you will be notified of the license fee and when you can pick-up your Occupational License. *Occupational Licenses are not mailed.*

The Sheriff's Office will charge a \$50.00 fee to a Retail Business and a Combination Fee of \$100.00 if the business is Alcohol and Retail.

IF YOU HAVE ANY FURTHER QUESTIONS, PLEASE CONTACT:

ST. JOHN PARISH SHERIFF'S OFFICE
1801 West Airline Highway
LaPlace, LA 70068
Deputy Elizabeth Drago
(985) 652-9513 EXT 8707

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

OD-DEC 12

ST. JOHN THE BAPTIST PARISH OCCUPATIONAL LICENSE APPLICATION

SALES TAX I.D. # _____ HEALTH DEPARTMENT PERMIT # _____

OWNER'S FULL NAME _____
Last First Middle Initial

_____ Date of Birth Driver's License No. State Social Security No.

ADDRESS _____
Street Name

_____ City State Zip Code

NAME OF BUSINESS _____

BUSINESS LOCATION _____
Street Name

_____ City State Zip Code

(If different from location)

MAILING ADDRESS _____
P. O. Box # or Street Name

_____ City State Zip Code

TELEPHONE # (_____) _____ FAX # (_____) _____

EMAIL ADDRESS _____

EMERGENCY CONTACT NAME _____ TELEPHONE # (_____) _____

TYPE OF OWNERSHIP: Partnership Sole Proprietor Corporation

NAME OF MANAGER / OPERATOR: _____

Business Classification: Retail Restaurant Contractor
 Peddler Beer Liquor
 Other: _____

This Section to be Completed and Approved by Parish Administration

Date Application Submitted _____ / _____ / _____
Month Day Year

Application Process Fee - \$60.00 Paid by: Money Order _____ Check # _____

Zoning Classification _____ Council District # _____ Council-At-Large Div. _____

_____ Planning & Zoning _____ Date

_____ Parish President _____ Date

This Section to be Completed and Approved by Parish Sheriff's Office

APPROVED DENIED

_____ Sheriff _____ Date

Processed by Sheriff's Office _____ / _____ / _____
Month Day Year By:

Contacted for Pickup _____

AFFIDAVIT

I, _____, have applied for an occupational license to the Office of the Parish President of St. John the Baptist Parish for a business which will bear the name of:

_____ and will be located at _____
Street Name
_____ City _____ State _____ Zip Code

Business activities which will be conducted at the above address, in the name of said business, will be as follows:

I, hereby acknowledge under oath that the above information given is true to the best of my knowledge, and that this will be the only business activity at the above location. I also hereby acknowledge under oath that the business activity which will be conducted at the above location is in full compliance with all Ordinances of St. John the Baptist Parish, and both State and Federal laws.

Signature of Applicant Title

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 20_____.

Notary Public

NOTICE TO APPLICANT

This application will be processed for a fee of \$60.00, which will be submitted with this application to St. John the Baptist Parish Planning & Zoning Department. The \$60.00 fee is non-refundable regardless of the approval or denial of this application. The processing fee does not include the cost of the actual occupational license. **The actual occupational license must be purchased from the St. John Sheriff's Office prior to commencing your business activity.**

ST. JOHN THE BAPTIST PARISH QUALIFICATIONS REQUIRED OF APPLICANTS FOR ALCOHOL PERMITS

CONTENTS OF APPLICATIONS FOR PERMITS

A. Every person, firm, or corporation desiring to engage in the business of selling vinous, malt, or spirituous liquors at wholesale or retail, shall before commencing business, make application for a permit to do so to the Police Jury of the Parish of St. John the Baptist, which said application shall give the name, residence, age, place of business, kind of business and such information as the Police Jury may require. (Ordinance of January 4, 1951, Section 2)

SECTION 15:15 QUALIFICATIONS REQUIRED OF APPLICANTS FOR PERMITS

A. Applicant for state and local permits of all kinds shall meet the following qualifications and conditions.

1. Is a person of good character and reputation and over (18) years of age.
2. Is a citizen of the United States and of the State of Louisiana and a resident of the State of Louisiana continuously for a period of not less than two (2) years next proceeding the date of the filing of the application. However, the requirements as to Louisiana citizenship do not apply to wholesalers or retailers who held permits on or prior to January 1, 1946.
3. Is the owner of the premises or has a bona fide written lease therefor.
4. Has not been convicted of a felony under the laws of the United States or any other state or country.
5. Has not been convicted in this or any other state or by the United States or any other country for soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place, or illegally dealing in narcotics.
6. Has not had a license or permit to sell or deal alcoholic beverages, issued by the United States, any state, or by any political subdivision of a state authorized to issue permits or licenses, revoked within one (1) year prior to the application, or been convicted or had a judgement of court rendered against him involving alcoholic beverages by this or any other state or by the United States for one (1) year prior to the application.
7. Has not been adjudged by the Board or convicted by a court of violating any of the provisions of this Chapter.
8. Has not been convicted of violating any municipal or parish ordinances adopted pursuant to the provisions of this Chapter. If the applicant has been so convicted, the granting of a permit or of a renewal is within the discretion of the Board.
9. Is not the spouse of a person whose application has been denied or whose permit has been revoked, unless judicially separated or divorced; provided that in such cases the age of the ineligible spouse shall be immaterial.

B. If the applicant is a partnership or anyone in partnership with or financed by another, all members of the partnership or all the persons in any way financially interested in the business shall also possess the qualifications of an applicant. The application shall state the full names of all partners and person financially interested and furnish their proper addresses and each shall furnish his affidavit showing his qualifications, as required of an applicant.

C. If the applicant is a corporation, all officers and directors and all stockholders owning in the aggregate more than five percent (5%) of the stock and the person or persons who shall conduct or manage the business shall possess the qualifications required of an applicant, to be shown by the affidavit of each accompanying the application. However, the requirements as to citizenship and residence do not apply to officers, directors, and stockholders of corporations applying for retail permits only. The corporation shall be either organized under the laws of the State of Louisiana or qualified to do business within the State of Louisiana.

D. If the applicant's business is to be conducted wholly or partly by one or more managers, agents, servants, employers, or other representatives, that person shall also possess the qualifications required of the applicant, to be shown by the affidavit of each accompanying the application.

E. If the applicant, or any other person required to have the same qualifications, does not possess the required qualifications, the permit may be denied.

Upon submittal of beer & liquor license you need:

- Application filled out and notarized
- Fire Marshal (stating OK for permanent occupancy or OK for occupancy) can't say temporary
- Health Department (pink paper)
- Sales Tax Certificate
- Sixty dollars check or money order (payable to St. John Council)
- Copy of ownership or lease
- Social Security number for owners, spouses & manager and spouses
- Original newspaper ads (required to advertise 2 times in local paper)
- Proof of residency in Louisiana for the past 2 years for owner, spouses & managers and spouses & managers and spouses
- Copy of driver's license for owners, spouses & manager and spouses
- Waste Water application completed and turned in.

Home Occupations shall be required to conform to the following standards

1. No person shall be employed on the premises who are not a bona fide resident of the dwelling and the individual primarily responsible of the home occupation shall live in the dwelling.
2. The use of the dwelling unit for home occupation shall be cleared incidental and secondary to its use for residential purposes. Not more than twenty (20) percent of the living area of the dwelling unit of four hundred (400) square feet, whichever is the lessor, shall be used in the conduct of the home occupations. is permitted.
3. There shall be no change in the exterior appearance of the building or premises as result of such occupation or occupations, with the exception of a sign as provided in the sign code (see Section 33.98 (8)).
4. No home occupation shall be conducted in any accessory building or attached garage exceeding four hundred (400) square feet.
5. No mechanical equipment shall be used or stored on the premises except such that is normally used for purely domestic or household purposes, nor shall the home occupation create noise, vibration, glare, fumes, odors, dust, smoke, or heat detectable to the normal senses outside the dwelling unit. No equipment or process shall be used which creates visual or audible interference in any radio, or television sets off the premises, or cause fluctuations in line voltage. There shall be no illegal discharge of any materials, fluids or gases into the sewer or drainage system or any other manner of discharging such items in violation of any applicable government code.
6. No stock-in-trade shall be sold on the premises nor displayed or warehoused on the premises for sale or use elsewhere, provided that orders previously made by telephone, mail or at a sale party conducted off-premises may be filled on the premise and delivered.
7. No traffic shall be generated by such home occupation in greater volume than 3 vehicles per 24 hour day in the residential neighborhood and any need for parking generated by the conduct of such home occupation shall be met off the street and other than in the required front yard. Deliveries from commercial suppliers shall be made during daylight hours and shall not restrict circulation in the neighborhood.
8. Personal services such as cosmetology, barber shops, beauty parlors, kennels, dog grooming, real estate and insurance offices, radio, television and appliance repair, cabinet making, boat building for others, auto servicing or rebuilding and repair for others; metal fabrication or cutting, employing welders or cutting torches, ambulance service, helium balloons, house painters and other services similar in nature or in effect on the surrounding neighborhood shall not be allowed to be conducted as a home occupation.
9. No more than one home occupation related vehicle, regardless of the number of home occupations, is permitted at any one premise; any such vehicle must be twenty (20) feet or less in overall length and not more than seven (7) feet in overall height and must be parked off any public right-of-way. All exterior storage of cargo, equipment or other material on the vehicle shall be shielded from view at all times when such vehicle is located on a residential lot.
10. A home occupation that consists solely of the receiving of phone calls, mail, and keeping business records in connection with any profession or occupation shall be known as an "address of convenience" and shall not require home occupation permit. Any home occupation that receives clients or customers shall not be classified as an "address of convenience."
11. When in compliance with the above requirements, a home occupation includes but is not limited to the following: (a) art studio; (b) child care for not more than six (6) children, including any children of the adult provider; (c) dressmaking and tailoring (d) professional office of a lawyer, engineer, architect, accountant, salesman, or other similar occupation; (e) teaching or tutoring, including musical instruction and dance instruction, limited to not more than two (2) pupils at a time; (f) typing / word processing service; (g) small scale seafood harvesting with no more than one recreational type boat stored on the premises and without outside storage of equipment unless screened from view of the street and adjacent property.
12. Home occupations that are existing as legal uses shall not be allowed to continue once the occupants who have established the legal use status no longer occupy the premise.
13. The St. John Parish Department of Planning and Zoning shall determine whether the home occupation meets the established criteria and shall issue a home occupation permit when such application is in compliance with the established criteria. Any person aggrieved by a decision of the Department of Planning and Zoning may appeal that decision to the Zoning Board of Adjustments in accordance with the procedure for filing appeals as defined in this chapter of the code.
14. Once an applicant meets all of the criteria for a home occupation and is approved by the St. John Parish Department of Planning and Zoning, a home occupation license must be obtained from the St. John the Baptist Sheriff's Office.

St. John the Baptist Parish Business Waste Water Use Permitting Procedure.

- _____ For commercial, industrial or renewal applicants contact Planning and Zoning for Permit Application Package.

- _____ Package contains application for Potential Non-Domestic (ND) Service. Contact CES, Inc. if assistance is required at 985-653-0000.

- _____ Complete Non-Domestic (ND) application and other Planning and Zoning required forms.

- _____ Submit Non-Domestic (ND) application to Utility Department at 434 Elm Street, LaPlace, LA 70068 with \$100 check or money order, nonrefundable application fee. Contact (985) 651-6800 if assistance is required.

- _____ Utility Department will stamp ND application "Paid" and provide a copy for the potential customer to return to Planning and Zoning. Planning and Zoning will continue their process. The Environmental Committee** will meet to review and classify the potential waste water use customer on "Date".

- _____ Final classification should be rendered within two (2) weeks and the application stamped and sent to the Billing Department. Commercial customers will follow normal approval steps while ND customers will be provided special details and rates by the Utility Department.

- _____ The Utility Department will issue a Non-Domestic Permit to all ND customers. Permits are not considered valid or final until the completed is signed by both the customers and the Utility Director. Also, the non-Domestic Permit classification (annual-Major and bi-annual-Minor) must be assigned to each Permit. Billing will be issued a copy of the final Permit with "Completed" stamped at the top of the document.

- _____ The Billing Department will add a monthly non-domestic Permit fee and non-domestic usage fee to the monthly utility bill.

Note: ** The Environmental Committee is composed of the following positions; Utility Director, Plant Manager, Collection Manager, Building Code Administrator, Executive Secretary and CES, Inc.



WASTEWATER USER APPLICATION

Applications are accepted between the hours of 7am – 12pm and 1pm – 3pm
at 434 Elm Street, LaPlace, Louisiana, 70068

- | | Major | Minor | Commercial | MS4 |
|--|-------|-------|------------|-----|
|--|-------|-------|------------|-----|
1. a) NAME OF BUSINESS _____
- b) MAILING ADDRESS _____
- c) ADDRESS OF PREMISES _____
- d) TYPE OF BUSINESS (Check)
(Industrial () Commercial () Professional () Other ()
- e) DESCRIPTION OF BUSINESS _____

- f) PERSON TO CONTACT ABOUT THIS APPLICATION _____
PHONE _____
2. a) METHOD OF WASTE DISPOSAL (Check)
City Sewer () Septic Tank and Leaching () Haul ()
- b) TYPE OF WASTE DISCHARGE: Domestic only () Industrial & Domestic ()
3. a) DAYS OF OPERATION PER WEEK M T W TH F SA SU (Circle)
- b) NUMBER OF EMPLOYEES Full-time _____ Part-time _____
- c) RAW MATERIALS USED (including average rate of usage) _____

- d) PRODUCTS PRODUCED (type and rate of production) _____

- e) PROCESS DESCRIPTION _____

- f) GALLONS OF WATER USED PER MONTH _____
- g) GALLONS OF WATER USED IN PRODUCT _____
- h) GALLONS OF WATER DISCHARGED IN SEWER SYSTEM _____
- i) N.P.D.E.S. PERMIT NUMBER Yes () No ()
If Yes, NUMBER _____
- j) NAME OF SERVICING WATER COMPANY _____
- K) WATER COMPANY ACCOUNT NUMBER (S) _____

4. a) WASTEWATER PRODUCING OPERATIONS (full description) _____

b) DURATION OF DISCHARGE (HRS/DAY) _____

c) HOURLY PEAK _____ (gpm)

d) ESTIMATED FLOW RATES (AVERAGE)

(1) Sanitary sewer _____ (gpm)

(2) Boiler _____ (gpm)

(3) Cooling water _____ (gpm)

(4) Total discharge flow _____ (gpm)

5. a) ATTACH SITE AND/OR FLOOR PLAN OF FACILITY SHOWING DETAILS OF PROCESS PLUMBING, SEWER LINES, CONNECTIONS AND APURTENANCES. ALL SAMPLING POINTS MUST BE INDICATED ON THE DIAGRAMS.

b) IF BATCH PROCESS USED, DESCRIBE PROCEDURES USED TO DISPOSE OF WASTE MATERIAL:

c) DESCRIBE ANY PRETREATMENT, WASTE STORAGE, SPILL CONTROL, OR HOUSEKEEPING PRACTICES USED OR PLANNED:

6. POLLUTANT CHARACTERISTICS

a) IS YOUR INDUSTRY/BUSINESS COVERED BY FEDERAL CATEGORICAL STANDARDS?

Yes () No ()

b) DOES YOUR COMPANY HAVE A STANDARD INDUSTRIAL CLASSIFICATION (SIC) NUMBER(S)? IF SO, LIST:

c) TEST PARAMETERS

ANALYZE THE PARAMETERS INDICATED BY A CHECK MARK () AND RECORD THE ANALYTICAL RESULTS IN THE BLANK PROVIDED BY THE TEST NAME.

IF APPLICABLE

GROUP I

- () Ammonia _____
- () BOD₅ _____
- () COD _____
- () Chloride _____
- () Color _____
- () Coliform, Fecal _____
- () Coliform, Total _____
- () Fluoride _____
- () Oil and Grease _____
- () pH _____
- () Phenol, Total _____
- () Phosphate _____

- () Solids, Total Suspended _____
- () Solids, Total Dissolved _____
- () Solids, Settleable _____
- () Sulfate _____
- () Sulfide _____
- () Surfactant _____
- () Nitrogen _____
- () TKN _____
- () Nitrate _____
- () Nitrite _____
- () Temperature _____

Other:

GROUP II

METALS

- () Antimony (mg/kg Sb) _____
- () Arsenic (mg/kg As) _____
- () Beryllium (mg/kg Be) _____
- () Cadmium (mg/kg Cd) _____
- () Chromium (mg/kg Cr) _____
- () Copper (mg/kg Cu) _____
- () Lead (mg/kg Pb) _____

OTHER PARAMETERS

- () Acidity, Total _____
- () Alkalinity, Total _____
- () Flammables _____
- () Explosives _____
- () Dyes _____
- () Radioactive _____
- () Gross Alpha _____

METALS

- () Mercury (mg/kg Hg)_____
- () Nickel (mg/kg Ni)_____
- () Selenium (mg/Kg Se)_____
- () Silver (mg/kg Ag)_____
- () Thallium (mg/kg tl)_____
- () Zinc (mg/kg Zn)_____
- () Other Metals:
 - () Sodium (mg/kg Na)_____
 - () _____ (mg/kg)_____
 - () _____ (mg/kg)_____
 - () _____ (mg/kg)_____
 - () _____ (mg/kg)_____

OTHER PARAMETERS

- () Cross Beta_____
- () TOC_____
- () TOD_____
- () TC_____

() PESTICIDES

- Aldrin
- a-BHC
- B-BHC
- Y- BHC
- O-BHC
- Chlordane
- 4,4'-DDT
- 4,4'-DDE
- 4,4'DDD
- Dieldrin
- a- Endosulfan
- b- B-Endosulfan
- Endrin
- Endrin Aldehyde
- Heptachlor
- Heptachlor Epoxide
- Toxahene

(PCB'S)

- PCB - 1016
- PCB - 1221
- PCB - 1232
- PCB - 1242
- PCB - 1248
- PCB - 1260

GROUP III

() VOLATILES

- Benzene
- Bromoform
- Carbon tetrachloride
- Chlorobenzene
- Chlorodibromomethane
- Chloroethane
- 2-Chloroethyvinyl ether
- Chloroform
- 1,2-Dichlorobenzene
- 1,4-Dichlorobenzene

() BASE NEUTRALS

- Accnaphthene
- Acenaphthylene
- Anthracene
- Benzidine
- Beuzo (a) Anthracene
- Benzo (a) Pyrene
- 3-4 Benzo Fluoranthene
- Benzo (ghi) {Perylene
- Benzo (k) Fluranthene
- Bis (2-Chlorethoxy) Methane

7. LIST ANY OTHER TOXICANTS NOT COVERED IN THE PREVIOUS GROUPS, KNOWN OR ANTICIPATED TO BE PRESENT IN YOUR DISCHARGE: _____

8. THE INFORMATION CONTAINED IN THIS APPLICATION IS FAMILIAR TO ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS TRUE.

(Signature of Official)

(Date)

(Position)

MAIL TO:

St. John the Baptist Parish Utilities
Attn: Non-Domestic Program
434 Elm Street
LaPlace, LA 70068



ST. JOHN THE BAPTIST PARISH

Planning & Zoning Department

102 East Airline Highway • LaPlace, LA 70068
 Phone: 985-651-5565 • www.sjbparish.com

SIGN PERMIT APPLICATION

LOCATION OF SIGN

Tenant _____
 Sign Location Address _____
 Mailing Address _____

 Tenant's Phone # _____

CONTRACTOR

Company Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone # _____ Cell # _____
 Fax# _____
 Email _____

OWNER OF RECORD

(Proof of ownership attached)

_____ Last _____ First _____ MI
 Address _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Phone # _____ Cell # _____

SIGN / DETACHED SIGN ATTACHED TEMP BANNER

Value of Sign \$ _____

Total Square Footage of Sign _____

Linear Footage of Building _____
(If detached Sign)

Linear Footage of Lot _____
(If detached Sign)

_____ Plans Attached _____ Copy of License Attached

_____ Lease Attached

_____ Contract of Permission Letter attached

DESCRIBE PROJECT DETAILS

(FAILURE TO DO SO MAY RESULT IN DELAYS)

Contractor: _____	DATE _____	STATE LIC _____
Qualifier / Agent Signature: _____		
Contractor: _____	DATE _____	STATE LIC _____
Qualifier / Agent Signature: _____		

Signature _____ Date _____

DIVISION 18. - MAJOR CORRIDOR OVERLAY DISTRICT

Sec. 113-441. - Purpose.

The purpose of the major corridor overlay district shall be to preserve and enhance the character of the urbanized areas of the parish in the major transportation corridors. The overlay district regulations are intended to supplement the regulations of the underlying base zoning districts, to provide for the harmony and compatibility of development in the overlay district, and to establish a positive design image along the corridors.

(Code 1988, § 33:81A(intro))

Sec. 113-442. - Regulations of the underlying base zoning district.

Unless otherwise noted in these overlay district regulations, the regulations of the underlying zoning district shall apply.

(Code 1988, § 33:81A.1)

Sec. 113-443. - Permitted uses.

The permitted uses, prohibited uses and conditional uses in the major corridor overlay district shall be in accordance with the uses permitted in the base zoning districts as listed in the individual district regulations of this chapter, with the following exceptions or stipulations: In the overlay district, nightclubs, bars, lounges, taverns and any other use that generates more than 50 percent of its revenue through the sale of alcohol may not locate within 250 feet of any school, church, recreation area or playground, or any residentially zoned district, as measured from the front property line of the business along the highway corridor in any direction.

(Code 1988, § 33:81A.2)

Sec. 113-444. - Boundaries.

Any lot, lot of record, or parcel of land made up of lots, lots of record or combination of lots and portions of lots in single ownership, which are considered to be a single parcel under the provisions of these regulations and which abut and/or have access to any of the designated corridors shall be considered to be a parcel within the major corridor overlay district and shall be subject to the regulations of this overlay district. The corridors that make up the major corridor overlay district shall be:

- (1) U.S. Hwy. 61 between St. James Parish line and the St. Charles Parish line;
- (2) U.S. Hwy. 51 from Interstate 10 to U.S. Highway 61;
- (3) LA Hwy. 3188 (Belle Terre Boulevard); and
- (4) Woodland Drive.

(Code 1988, § 33:81B; Ord. No. 06-11, 2-7-2006)

Sec. 113-445. - Major corridor site development regulations.

- (a) Control of access. Each site in the overlay district shall be allowed one two-way accessway no more than 35 feet wide, or two one-way accessways no more than 20 feet wide per 100 feet of lot frontage or major fraction thereof with no more than two accessways per establishment.
- (b) Setbacks. The following landscaping and setback regulations supersede and take precedence over any landscaping and setback regulations in the underlying zoning districts, unless otherwise stipulated:
 - (1) Building setbacks. Front yard, side yard and rear yard building setbacks shall be those set forth in the underlying zoning district regulations.
 - (2) Parking area setbacks. Parking must be set back a minimum of ten feet from the property line abutting a street right-of-way. A minimum parking area setback of five feet must be maintained on any interior side or rear property line up to the front building setback. These parking area setbacks that abut a public right-of-way or street shall act as a landscape buffer area.
- (c) Landscaping. A landscaping plan must be submitted to the parish department of planning and zoning for review at the time a building permit is applied for.
 - (1) Landscape buffer requirements. The landscape buffer area, identified as the required ten-foot vegetative green area within the property line abutting all public rights-of-way, shall contain trees, shrubs and other landscape elements.
 - a. Trees shall be planted at the rate of one per 25 feet of street frontage. These trees may be spaced evenly or planted in groups or clusters.
 - b. Due to their compatibility with conditions in the southeast area of the state, acceptable tree species are bald cypress, southern magnolia, swamp red maple, red oak, water oak, live oak, green ash, sweet gum, Bradford pear, Shumard oak, sycamore, slash pine, longleaf pine, river birch, sweet gum, cherry bark oak, pin oak, willow oak, wax myrtle, crepe myrtle and Chinese elm. Trees shall be a minimum of 12 feet in height with a minimum two-inch caliper trunk size at the time of planting. Multitrunk wax myrtles and crepe myrtles must be a minimum two-inch caliper trunk size and eight feet in height at the time of planting and cannot make up more than 50 percent of the total required trees.
 - c. Other species may be included, but may not be counted toward, fulfilling the requirements of this section.
 - d. Landscape areas with shrubs shall be installed in a mulched bed with a minimum of three square feet of bed per linear feet of street frontage. Shrubs shall be a minimum height of two feet when planted.
 - (2) Interior landscaping. When a vehicular use area is over 5,000 square feet, landscaped areas within the interior of the vehicular use area shall be provided. Vehicular use areas can be considered all required paved parking areas including the aisles and driveways.
 - a. The total of all interior landscaped areas shall occupy at least eight percent of the vehicular use area.
 - b. Each interior landscape area shall be at least 100 square feet in area with a minimum width of five feet.
 - c. The interior landscaped area shall be raised and curbed with permanent concrete curbing using a six-inch vertical section in order to protect the area from vehicular traffic.
 - d. Each interior landscaped area shall have at least one approved tree, as provided in subsection (c)(1)b of this section, and planted at a minimum ratio of one tree per 100 square feet of interior landscaped area.
 - e. Each interior landscaped area shall have shrubbery and be sodded.
 - f. The required five-foot interior side parking area setback will be counted as part of the minimum eight percent interior landscape area requirements. Plantings in these strips shall be one tree per 100 square feet of interior landscaped area.

- (d) Height of structures. The following height regulations supersede and take precedence over any height regulations in the underlying zoning districts, unless otherwise stipulated:
- (1) Buildings. The maximum height of any building in the overlay district shall be 35 feet. In the case of telecommunications towers, the height shall not exceed 150 feet.
 - (2) Signs. The maximum height of any detached sign in the overlay district shall be 25 feet, measured from the street centerline.
 - (3) Lighting standard. The maximum height of any lighting standard in the overlay district shall be 25 feet. Lighting standards must also project light downward.
- (e) Signs. The following sign regulations supersede and take precedence over the sign regulations in the underlying zoning districts:
- (1) Permits. No sign may be erected without a sign permit. The department of planning and zoning shall provide a sign permit application and shall review and approve the proposed sign for compliance to these regulations. The applicant must also provide a sign plan showing the location of the signs on the site, and an elevation view depicting the proposed dimensions, colors, lighting, and text of the proposed sign.
 - (2) Prohibited signs within the overlay district.
 - a. Off-premises or billboard signs.
 - b. Portable signs.
 - c. Readable message signs unless they are part of or incidental to the primary sign. The size of the of changeable message portion of the sign shall be limited to 25 percent of the total permitted sign area.
 - (3) Sign contents. Identification by letter, number, symbol or design of the use and its name and/or address, unless otherwise noted.
 - (4) Main building (attached) sign. Each business on the site shall be permitted one sign mounted flat on the street facades of the building.
 - a. Permitted sign area. The maximum permitted sign area shall be computed at one square foot of sign area per linear foot of building width or individual tenant space along the wall on which the business has its main entrance.
 - b. Permitted dimensions. The height of any attached main building sign measured from the bottom to the top shall be no greater than one-half the width from one side to the other.
 - c. Permitted height. No attached main building sign shall be erected above the parapet level of the main building.
 - d. Permitted illuminations. Attached signs may be illuminated but may not flash, blink or fluctuate.
 - e. Animation. No sign shall be animated or change physical position by any movement or rotation.
 - (5) Canopy signs. Each business on a site shall be permitted no more than two canopy signs. The area for each canopy sign shall be limited to six square feet mounted perpendicular to the building facade over the pedestrian walkway or under the front canopy.
 - (6) Directional signs. Signs that give directions to motorists regarding the location of parking areas, drive-through lanes and access drives shall be permitted as accessory signs and shall not be included in any computation of sign area. Directional signs are limited to four square feet each and shall not be more than six feet in height above the ground. They may be illuminated but shall not flash, blink, nor fluctuate nor shall they be animated.

- (7) Detached signs. The term "detached" means any permanent on-premises sign not connected or supported by the building and which advertises the premises business, service or name. Each site shall be allowed one detached sign subject to the following regulations:
- a. Permitted sign area. The allowable total sign area for a site shall be computed at one square foot per linear foot of street frontage along the adjacent public right-of-way with a maximum sign area of 120 square feet. If the sign is advertising a multitenant center, the primary tenant shall be allowed a detached sign area of one square foot per linear foot of store frontage along the adjacent public right-of-way with a maximum sign area of 120 square feet. Each additional tenant shall be allowed signage on the detached sign structure computed at one square foot per linear foot of store frontage. The maximum total signage for all tenants is 250 square feet. On a corner property, a second detached sign can be erected on the side street but such second sign shall not be more than 50 percent of the area of the front detached sign.
 - b. Permitted height and location. Detached signs shall be set back from all adjacent public street rights-of-way at a distance at least equal to the height of the sign. The setback shall be measured from the nearest part of the sign to the public street right-of-way. No detached sign, except monument signs as noted in subsection (e)(7)e of this section shall be higher than 25 feet in height when measured from the street curb of the adjacent street.
 - c. Permitted illuminations. Detached signs may be illuminated but may not flash, blink or fluctuate.
 - d. Animation. No detached sign shall be animated or change physical position by any movement or rotation.
 - e. Monument signs. A bonus of 20 percent of the total square footage of the detached sign shall be allowed for a monument sign in lieu of a freestanding detached pole sign. Any or all of this bonus may be allocated to an attached identification sign or included in any area of the monument sign. A monument sign may be located in the most rearward five feet of the required ten-foot landscape buffer area. Monument signs shall not exceed a height of seven feet from the ground. Mounds or berms on which a monument sign is located shall be no more than two feet in height measured from the average lot elevation.
 - f. Temporary detached signs. Temporary detached signs are strictly prohibited in the overlay district.
 - g. Flags, streamers, banners, and pennants. Flags, streamers, banners or pennants, when used to advertise products or services are considered signs. They may only be displayed in connection with grand openings or special events no more than once semiannually for any one business entity or applicant. Such signs may be displayed for a period not to exceed 21 consecutive calendar days upon the issuance of a temporary permit by the department of planning and zoning. This in no way prohibits or infringes upon the right to display the American flag or other political or other flags if displayed in a patriotic and nonadvertising manner.
- (8) Legally nonconforming. Any fixed structure sign in compliance with parish regulations located within the overlay district at the time the ordinance from which this chapter is derived became effective and that does not conform to this division can be considered legally nonconforming signs. Any alteration as to size, shape, height or location to the sign shall immediately cause the sign to lose its legally nonconforming status.
- a. Portable signs and readable message signs located in the overlay district in existence at the time of the adoption of the ordinance from which this chapter is derived must be removed within 120 days from the day the ordinance from which this chapter is derived became effective. Failure to do so will constitute a violation of this chapter.
 - b. A portable sign may be allowed on a temporary basis for a period of not more than 21 days in any one calendar year. An application for a temporary portable sign permit must be obtained from and submitted to the department of planning and zoning.

- (f) Building materials. The front elevation of all buildings in the overlay district must have an exterior surface of brick, stone, architectural block, stucco, glass, wood or vinyl siding. Architectural metal panel systems must be approved by the department of planning and zoning. Standard metal building panels are not acceptable. The architectural surface material must also be included on the front 20 feet or the front 20 percent of the side elevations, whichever is greater. In the case of telecommunications towers, only monopoles or specialized stealth facilities will be allowed.
- (g) Compliance with overlay district regulations.
- (1) Change of permitted use. Whenever there is a change of use or tenant of an existing building or site in the overlay district, the new owner or tenant must comply with all applicable regulations of the parish. Any change of permitted use in the overlay district that would require an increase in the number of parking and loading spaces shall comply with the requirements of this chapter. No certificate of occupancy or occupational license will be issued pending a site plan review of the new use, for compliance to parking, signs, and other regulations, by the parish department of planning and zoning.
 - (2) Additions. Any additions to developments or structures, including the development of parking lots, that adds 50 percent or more to the size of the original development, shall comply with the overlay district requirements.
 - (3) Renovations. Developments and structures existing at the time of the overlay district designation shall comply with the overlay district regulations when renovation expenses in any 12-month period exceed 50 percent of the fair market value of the existing improvements in the development as shown in the most recent tax assessment. The applicant shall provide tax assessment information in affidavit form.
 - (4) Abandonment or relocation. When an existing site or building in the overlay district containing 25,000 square feet or more and the existing business abandons a site or relocates to a new site, such actions may affect the economic viability, appearance and vitality of the corridor district and the community. When such actions occur, the owner or tenant must make every effort to minimize the detrimental effect of such actions on the community. These efforts shall include searching for an appropriate replacement tenant and securing the vacant site in a way that will minimize any detrimental or negative aesthetic appearances. If a replacement cannot be found for the existing vacant structure within 180 days, the owner shall be required to demolish the building so that the available property can be marketed for future development.

(Code 1988, § 33:81C; Ord. No. MM-29, 6-27-2000; Ord. No. 02-68, 9-24-2002; Ord. No. 05-13, 3-8-2005; Ord. No. 14-09, 4-22-2014)

Secs. 113-446—113-473. - Reserved.