



# ST. JOHN THE BAPTIST PARISH

## Planning & Zoning Department

102 East Airline Highway • LaPlace, LA 70068

Phone: 985-651-5565 • [www.sjbparish.com](http://www.sjbparish.com)

### APPLICATION FOR A CHANGE OF ZONING DISTRICT

PZR _____	DATE SUBMITTED _____
RECEIPT # _____	

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/States/Zip: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Change of zoning classification to \_\_\_\_\_ District from \_\_\_\_\_ District.

Legal Description of Property \_\_\_\_\_

Subdivision: \_\_\_\_\_

Square # \_\_\_\_\_ Lot # \_\_\_\_\_ Street # \_\_\_\_\_

Property Size (Square Feet) : \_\_\_\_\_

1. Describe the proposed use:

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2. Present use of Property and Structures thereon:

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3. Describe the impact of the proposed change in zoning on subject property and surrounding lands:

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4. Has there ever been a previous petition made for a change of zoning for the property?

( ) yes ( ) no

If yes, give details:

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5. All communications with regard to this re-zoning application shall be addressed to the following person until further notice:

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

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

**ZONING CHARGES:**

Text Change .....	\$40.00
Change to Residential .....	\$50.00 / acre
(Min. \$200.00 / Max. \$800.00)	
Change to Commercial / Industrial	\$50.00 / acre
(Min. \$250.00 / Max. \$7000)	
Technology fee .....	\$10.00

LIST NAMES AND ADDRESSES OF EACH PROPERTY OWNER ABUTTING THE PROPERTY OF WHICH AN APPLICATION FOR RE-ZONING IS APPLIED

NAME	ADDRESS
1) _____	_____ _____
2) _____	_____ _____
3) _____	_____ _____
4) _____	_____ _____
5) _____	_____ _____
6) _____	_____ _____
7) _____	_____ _____
8) _____	_____ _____
9) _____	_____ _____
10) _____	_____ _____
11) _____	_____ _____
12) _____	_____ _____

**OWNER.S ENDORSEMENT  
PARISH OF ST. JOHN THE BAPTIST, STATES OF LOUISIANA**

SS # \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and says that he/she  
Owners's name

resides at \_\_\_\_\_,  
Street City

in the Parish of \_\_\_\_\_ and State of \_\_\_\_\_;

and that he/she is the owner, in fee simple of \_\_\_\_\_

Corporation (which is the owner of described property herein) and that he/she has

authorized \_\_\_\_\_ to make the foregoing petition for a

change in zoning.

SWORN TO ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,

\_\_\_\_\_  
Property Owner/Corporate Office ( Title )

**NOTARY PUBLIC**

\_\_\_\_\_  
\_\_\_\_\_

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Chapter 113 - ZONING  
ARTICLE II. - ADMINISTRATION AND ENFORCEMENT  
  
DIVISION 3. - AMENDMENTS

**DIVISION 3. - AMENDMENTS** <sup>[2]</sup>

Sec. 113-76. - Intent.

Sec. 113-77. - Initiation.

Sec. 113-78. - Procedure for amendments to zoning map.

Sec. 113-79. - Rezoning guidelines and criteria.

Secs. 113-80—113-98. - Reserved.

**Sec. 113-76. - Intent.**

The provisions of this chapter, including the official zoning map, may be amended by the parish council on its own motion, or on recommendation of the planning commission, but no amendment shall become effective unless it shall have been proposed by or shall first have been submitted to the planning commission for review and recommendation. Before enacting an amendment to this chapter, the planning commission shall give public notice and hold a public hearing thereon as required herein.

(Code 1988, § 33:145)

**Sec. 113-77. - Initiation.**

- (a) Amendments to this chapter, including the official zoning map, may be initiated:
- (1) By action of the parish council itself;
  - (2) On petition of at least 51 percent of the property owners, or their authorized agents; or
  - (3) Upon the recommendation of the planning commission.
- (b) No amendment shall be made unless it is determined by the planning commission that the amendment, or supplement, or change to the regulations, restrictions or boundaries should be made, except as otherwise provided herein.

(Code 1988, § 33:146)

**Sec. 113-78. - Procedure for amendments to zoning map.**

Each application to amend the official zoning map shall be filed with zoning regulatory administrator or designee. Each application shall be submitted under the following conditions:

- (1) *Application; contents.* An application shall include the following items and information:
  - a. A legal description of the tract proposed to be rezoned;
  - b. A plat showing the dimensions, acreage and location of the tract prepared by an architect, engineer, landscape architect or land surveyor whose state registration is current and his seal shall be affixed to plat;
  - c. The present and proposed zoning classification for the tract;

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- d. The name and address of the owners of the land and their legally authorized agents, if any; and
  - e. Payment of appropriate fees as established in section 14-113
- (2) *Review.* The application shall be reviewed by the zoning regulatory administrator or his designee who shall be responsible for determining the application's adherence to the applicable development standards for the district for which application is made. He shall submit his findings to the planning commission after the public hearing.
  - (3) *Schedule.* An application shall be submitted in accordance with a schedule adopted by the planning commission that shall provide that each application shall be submitted to allow sufficient time to legally advertise for public hearing in accordance with these regulations.
  - (4) *Withdrawal of application.* When a petition requesting a zoning change is withdrawn by the applicant after it has been accepted by the parish and legally advertised as required by this section, the parish council shall not consider any further petition requesting or proposing the same change or amendment for the same property within a one calendar year from the date of the request to withdraw.
  - (5) *Advertising.* Notice of the proposed change and the time and place of the hearing before the planning commission shall have been published once a week for three weeks consecutively in the official journal of the parish. At least four days shall elapse between the last date of publication and the date of the hearing. A printed notice in bold type shall have been posted for not less than ten consecutive days prior to the public hearing conducted by the planning commission on a sign not less than one square foot in area, prepared, furnished and placed by zoning regulatory administrator or his designee upon the principal and assessable rights-of-way adjoining the area proposed for a change in land use classification.
  - (6) *Public hearing.* A public hearing shall be held in accordance to law and duly advertised before the planning commission at which parties in interest and citizens shall have an opportunity to be heard. After such public hearing, the zoning regulatory administrator or his designee shall submit a report of his findings and recommendations to the planning commission to the proposed changes.
  - (7) *Planning commission action.* The planning commission shall review and take action upon each application in accordance with the schedule adopted by the planning commission after a public hearing has been held, at which parties in interest and citizens shall have had the opportunity to be fully heard. Each application shall be presented to the planning commission by zoning regulatory administrator, or his designee, together with his recommendations on it. A report of the planning commission's recommendation and the zoning regulatory administrator or his designee recommendation shall be submitted to the parish council.
    - a. The planning commission shall adopt such rules and regulations for the conduct of public hearings and meetings as are consistent with state law and are appropriate to its responsibilities, which shall be published and available to the public, as well as conflict of interest rules, to ensure that no member is entitled to rule on a matter in which he has an interest directly or indirectly.
    - b. A final vote shall have been taken on the proposal by the planning commission within 45 days after the public hearing. In the event that no final vote is taken, the proposal shall be automatically approved. However, in the event that the 45-day deadline falls on a holiday or a meeting that has been canceled by the planning commission, the 45-day deadline will be extended automatically to the next regular planning commission meeting.

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- (8) *Action by the parish council.* The governing authority shall not take official action until the report of the planning commission is received. A final vote shall have been taken on the proposal by the parish council within 45 days after the report has been received from the planning commission. In the event that no final vote is taken the proposal shall be automatically approved. However, in the event that the 45-day deadline falls on a holiday or a meeting that has been canceled by the parish council, the 45-day deadline will be extended automatically to the next regular parish council meeting. Any amendment that has failed to receive the approval of the planning commission shall not be passed by the parish council except by the affirmative vote of two-thirds of the legislative body.
- (9) *One-year limitation.* Whenever a petition is filed requesting or proposing a change in or amendment to these regulations or to the official zoning map and this petition has been finally acted on and denied by the council in accordance with the procedure outlined in this section, the council shall not consider any further petition requesting or proposing the same change or amendment for the same property within one calendar year from the date of the council's final action on the original petition.

(Code 1988, § 33:147; Ord. No. 97-05, 1-28-1997; Ord. No. 04-13, 3-9-2004)

**Sec. 113-79. - Rezoning guidelines and criteria.**

- (a) Before the planning commission recommends or the parish council rezones property, there should be reasonable factual proof by the proponent of a change that one or more of the following criteria are met:
- (1) Land-use pattern or character has changed to the extent that the existing zoning no longer allows reasonable use of the proponents property and adjacent property. The term "reasonableness" means:
    - a. Land use the same as, or similar to that existing or properties next to, or across the street from the site under consideration.
    - b. Consideration of unique or unusual physical or environmental limitations due to size, shape, topography or related hazards or deficiencies.
    - c. Consideration of changes in land value, physical environment or economic aspects that tend to limit the usefulness of vacant land or buildings.
  - (2) The proposed zoning change, and the potential of resulting land use change, will comply with the general public interest and welfare and will not create:
    - a. Undue congestion of streets and traffic access.
    - b. Overcrowding of land or overburden on public facilities such as transportation, sewerage, drainage, schools, parks, and other public facilities.
    - c. Land or building usage that is, or may become incompatible with existing character or usage of the neighborhood.
    - d. An oversupply of types of land use or zoning in proportion to population, land use and public facilities in the neighborhood.
- (b) As far as possible, the planning staff should base rezoning analyses on these criteria. The planning commission in its recommendations to the parish council, may state its concurrence with, or rejection of, proponents' offers of proof at public hearings and may state, in its motion of recommendation to

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the parish council, its position in relation to proponents' statements and planning staff analyses shall be forwarded to the parish council along with the planning commission's recommendations.

- (c) If the planning commission recommends denial and the parish council concurs, the matter need not be introduced for public hearing, and if the planning commission's vote to deny is unanimous, the matter shall not be introduced except by majority vote by the parish council.

(Code 1988, § 33:148; Ord. No. 94-93, 12-13-1994)

**Secs. 113-80—113-98. - Reserved.**

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FOOTNOTE(S):

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State Law reference— Zoning amendments. R.S. 33:4780.33 et seq. [\(Back\)](#)