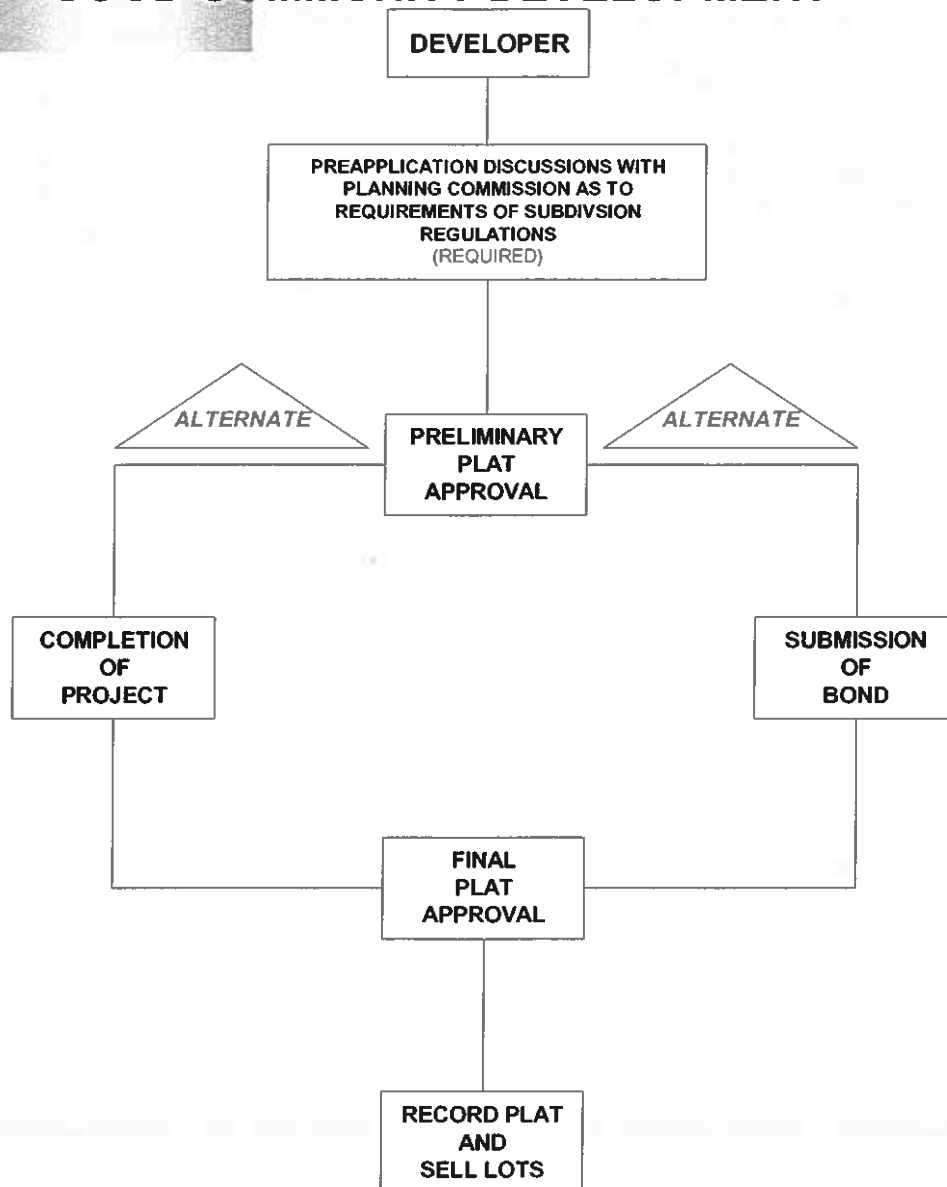


SEVEN STEPS FROM RAW LAND TO GOOD COMMUNITY DEVELOPMENT

- (1) Developer/Subdivider sees engineering authority for St. Martin Parish Government for street and drainage specifications, contacts St. Martin Parish Health Unit for sewerage treatment specifications, if a public sewer system is not available, and any political subdivision of the parish, such as water districts for utility specifications.
- (2) Developer/Subdivider discusses financing, planning, and marketing with those interested with his land planner, and with the Planning and Zoning Department for advice and assistance. (Pre-application process)
- (3) Developer/Subdivider arrives at preliminary conclusion: if he decides to continue, he/she reaches tentative agreement or understanding with those associated with him and others concerned such as the lender; prepares a preliminary plat, plans, drawings, construction documents, and other supplementary materials for submission to the Planning and Zoning Department.
- (4) Public Works Department, Planning and Zoning Department, and Planning Commission review preliminary plat, plans, drawings, construction documents, and any other supplementary materials as they relate to the plat specifications, general requirements, minimum standards, and development necessary for final plat approval. The Planning Commission discusses with the developer/subdivider the results of review.
- (5) Public Works Department and the Planning and Zoning Department review the final plat and as-built construction drawings of work performed, and forward findings to the Planning Commission.
- (6) Developer/Subdivider prepares and submits final plat to the Planning Commission for approval. He obtains certificates from the Parish Engineer, Parish Health Office and any political subdivision of the parish certifying that improvements have been completed or that a performance bond has been posted. The Planning Commission reviews and approves the final plat, or informs the developer/subdivider what is lacking to obtain approval for recording.
- (7) The developer/subdivider now records the final plat with the Clerk of Court of the Parish of St. Martin and proceeds with his development plans and program and thereafter his sale of lots.

SEVEN STEPS FROM RAW LAND TO GOOD COMMUNITY DEVELOPMENT



PART 1 – PURPOSE, AUTHORITY AND JURISDICTION

Section 1.1 Purpose

Land subdivision is the first step in the process of community development. Once land has been cut into streets, lots and blocks and publicly recorded, the correction of defects is costly and difficult. Subdivision of land sooner or later becomes a public responsibility, in that roads and streets must be maintained and various public services customary to urban areas must be provided. The welfare of the entire community is thereby affected in many important respects. It is, therefore, to the interest of the public, the developer, and the future owners that subdivisions be conceived, designed and developed in accordance with sound rules and proper minimum standards.

The following subdivision regulations guiding the Planning Commission are designed to provide for the harmonious development of the planning area; to secure a coordinate layout and adequate provisions for light, air, recreation, transportation, water, drainage, sewers, and other sanitary facilities; and to promote the health, safety, convenience, and general welfare of the inhabitants.

Section 1.2 Authority

These subdivision regulations are adopted under the authority granted by the provisions of Act 139 of 1956, Louisiana revised statutes 33:101-119 as amended. The Planning Commission has fulfilled the requirements set forth in these statutes as prerequisite to the adoption of such regulations. Whereas said laws require the Planning Commission to adopt regulations governing the subdivision of land within its jurisdiction for purpose other than agricultural.

Section 1.3 Jurisdiction

These regulations shall govern all subdivisions of land within the planning area, which consists of the unincorporated portions of St. Martin Parish, Louisiana, as now or hereafter established. Within these regulations the term “Subdivision” shall mean the division, partition or sale of a tract or parcel of land into five (5) or more lots, sites or divisions, any of which are less than three (3) acres in area, for the purpose whether immediate or future of sale or building development and includes re-subdivision and when appropriate to the context, relates to the process of subdivision or to the land or area subdivided. It is acknowledged that the authority described in Section 1.2 above grant to the Planning Commission jurisdiction over the division of land into two (2) or more lots, but said Commission has deemed it in the public interest to assume only the limited jurisdiction as stated. Any owner of land within this area wishing to subdivide land shall submit to the Planning Commission a plat of the subdivision according to the procedure outlined in these regulations.

No plat of a subdivision lying within the unincorporated areas of the parish shall be recorded in the Office of the Clerk of Court of the Parish of St. Martin and no subdivision shall proceed with improvements or sale of lot or lots in a subdivision until such subdivision plat shall have been approved in writing on the plat by the Chairman or the Secretary of the Planning Commission.

The jurisdiction shall not include:

- 1.301 The splitting of a lot into two (2) parts provided both parts are to be used to increase the size of adjoining lots.
- 1.302 Land in subdivisions previously legally recorded, except in the case of re-subdivision.
- 1.303 The division, partition or sale of land unless such partition results in the division into five (5) or more lots, any of which are less than three (3) acres in area.
- 1.304 The subdivision of land to be used for orchards, forestry, or raising of crops, provided the owner certifies upon the plat that such land is intended only for orchards, forestry, or raising of crops.
- 1.305 The case of a bona fide partition of property by the legal heirs of a landowner after his death, nor in the case of the distribution by a landowner to his direct descending heirs, either by testamentary disposition or through transfer and distribution during the lifetime of the landowner. This section shall not be interpreted to restrict the owners of property gained through this form of acquisition from constructing their personal residences and residing in same.

Section 1.4 Planning Commission

- 1.401 The Planning Commission shall consist of nine (9) members who shall be appointed by the Parish Council.
- 1.402 The members of the Planning Commission shall elect a Chairman and a Vice Chairman. The ranking officer shall preside over the proceedings. The Planning and Zoning Coordinator shall serve as the recording secretary of the Commission.
- 1.403 The presence of five (5) members of those present and voting shall constitute a quorum. Rulings shall be by simple majority vote.
- 1.404 In performing its duty, the Planning Commission will be assisted, if required, by the Parish's legal counsel, and the parish engineer, none of whom will have a vote on matters before the Planning Commission.

- 1.405 Roberts Rules of Order shall govern proceedings of the Planning Commission. Open meeting rules shall apply.
- 1.406 Regular Meeting Schedule, Time and Place: It is policy of the Planning Commission to hold one (1) meeting each month, usually on the 1st Thursday at 6:00 P.M. in the Carroll J. Fuselier Meeting Room located at 301 West Port Street, St. Martinville, Louisiana.

PART 2 – PROCEDURE FOR PLAT APPROVAL

Section 2.1 Pre-Application Consideration

Whenever any subdivision or a tract of land is proposed to be made, the developer/subdivider and his project engineer are required to discuss the subdivision with the Planning and Zoning Department and Public Works Department prior to submitting the preliminary plat to the Planning Commission.

Section 2.2 Application for approval of preliminary plat and final plat

On reaching conclusions informally as required in Section 2.1 above regarding the general program and objectives, the developer/subdivider shall cause to be prepared a preliminary plat, together with improvements, plans, drawings, construction documents, and other supplementary materials specified in these regulations.

- 2.201 The procedure for review and approval of a subdivision plat consist of four (4) separate steps.
1. The initial step is the preparation and submission to the Planning and Zoning Department of the preliminary plat, plans, drawings, and construction documents for the proposed subdivision.
 2. The second step is the preparation and submission to the Planning Commission the preliminary plat, plans, drawings, and construction documents for the subdivision.
 3. The third step is the preparation and submission to the Planning and Zoning Department the final plat and as-built construction drawings of work performed.
 4. The final step is the preparation and submission of the final plat together with required certificates to the Planning Commission. This final plat becomes the instrument to be recorded in the Office of the Clerk of Court, St. Martin Parish, when duly signed by the Secretary or Chairman of the Planning Commission.

At least ten (10) days prior to the Planning Commission meeting at which any approval of the subdivision development is sought, the developer shall erect a four (4) foot by eight (8) foot black and white sign with a minimum of four (4) inch high letters located with no obstructions within twenty-five (25) feet of the nearest public right-of-way leading to the entrance of the subdivision. The bottom of the sign shall be at least four (4) feet from the ground. Twenty-five percent (25%) of the sign may be dedicated for advertising purposes and graphics. The sign shall be erected at least ten (10) days prior to the Planning Commission meeting at which the subdivision is to be considered. The sign shall be titled "A Subdivision Is Proposed For This Site" and shall contain the following information:

1. Name, address and phone number of developer.
2. Name of subdivision or development.
3. Number of subdivision lots.
4. Number of acres in the development.

PART 3 – PLAT SPECIFICATIONS

Section 3.1 Preliminary Subdivision Plat

- 3.101 In seeking to subdivide land into lots or building sites for sale or rent, or to dedicate streets, alleys or land for other public use, the owner shall submit ten (10) copies of the preliminary plat prepared by a professional licensed civil engineer and professional licensed land surveyor. In addition to the preliminary plat, three (3) sets of plans, drawings, construction documents and other supplementary material shall be filed with a transmittal letter to the Planning and Zoning Department a minimum of fourteen (14) days prior to the Planning Commission Meeting at which the preliminary plat is to be considered.
- 3.102 The preliminary plat shall be drawn to scale of not less than one (1) inch equals one hundred (100) feet or greater on a tracing cloth, or paper not larger than twenty-four (24) x thirty-six (36) inches and shall include:
 1. The proposed subdivision's name and location, the names and address(es) of the owner or owners and name of the designer of the plat who shall be a competent civil engineer, landscape architect, city planner, or registered land surveyor.
 2. The name, certification, stamp or seal of the parish health authority as to approval of sewerage disposal and water systems.
 3. Date, approximate north point and graphic scale.
 4. The location of existing and platted property lines, section, township and range, existing streets, buildings, natural water courses, canals, public drainage channels and their designated channel numbers, easements,

railroads, bridges, culverts, any public utility easements, both on this land subdivision and adjacent land, present zoning classification, if any on the land to be subdivided, and the names of adjoining recorded property owners and their address (as they appear on the current parish assessment records) and adjoining subdivisions.

5. Plans of proposed utility servitudes layouts (sewer, water and electricity) showing feasible connections, where possible to existing and proposed utility systems.
6. The proposed street names and locations, dimensions of proposed street rights-of-way, alleys, easements, servitudes, parks, and other open spaces, reservations, lots and building set back lines.
7. Contour interval to sea datum of not more than two (2) feet when the slope is less than four (4) percent. Show spot elevations of all breaks in grades, along drainage channels or swales and at selected points not more than two hundred (200) feet apart in all directions for slopes less than two (2) percent, and contour intervals of not more than five (5) feet when the slope is greater than four (4) percent.
8. Base flood elevation data for the proposed site in feet at mean sea level (m.s.l.) as determined for the National Flood Insurance Program, Flood Insurance Rate Map (F.I.R.M.), St. Martin Parish, Louisiana, dated May 3, 1982, or latest revision thereof.
9. Typical cross-sections of the proposed grading and roadways or sidewalks and topographic conditions drawn to a scale of not less than (1) inch equals one hundred (100) feet horizontal and one (1) inch equals twenty (20) feet vertical when required by the Planning Commission.
10. The acreage of the land to be subdivided.
11. Vicinity map showing location of subdivision site. The minimum scale for the vicinity map shall be one (1") inch equals three thousand (3,000) feet.
12. The width and location of any street or other public ways or places shown on the Master Plan or Major Road Plan within the area to be subdivided.
13. The developer must furnish benchmarks in all subdivisions. Benchmarks are to be identified as to location and elevation and shall be noted on the construction plans and final plat.
14. The type of sewerage system and water system to be utilized in the subdivision.

15. The type of storm water drainage system to be installed in the proposed subdivision (open ditch or subsurface).
 16. The type of street improvements in the subdivision.
 17. The type(s) of other utilities and improvements to be installed in the proposed subdivision.
- 3.103 Within sixty (60) calendar days after submission of the preliminary plat, the Planning Commission will review and indicate approval, disapproval, or tentative approval with conditions. If a plat is disapproved, reasons for such disapproval shall be stated in writing. If approved subject to conditions, the nature of the required conditions shall be indicated in writing.
- 3.104 One (1) copy of the preliminary plat will be retained in the Planning Commission files; one (1) copy of the preliminary plat, plans and proposed construction drawings to the Department of Public Works; one (1) copy of the preliminary plat, plans and proposed construction drawings to the Planning and Zoning Department, one (1) copy of the preliminary plat to the Parish Health Unit; and the remaining copies shall be returned to the developer/subdivider with any notations at the time of approval, disapproval, or tentative approval and the specific changes if required.
- 3.105 Failure of the Planning Commission to act on the preliminary plat within sixty (60) calendar days will be deemed approval of the plat.
- 3.106 The approval of the preliminary plat by the Planning Commission will not constitute approval of the final plat
- 3.107 The approval of the preliminary plat shall lapse unless a final plat based thereon is submitted within twelve (12) months from the date of such approval, unless an extension of time is applied for and granted by the Planning Commission.

Section 3.108 Topographic Drawings

1. Existing wastewater lines, storm sewers, water mains, culverts, and any other underground structures within the tract and immediately adjacent thereto. The location and size of the nearest water main and wastewater outlet are to be indicated in a general way upon the plan.
2. Topography of the property to be developed and any other topography outside the proposed subdivision limits which would affect the proposed subdivision development with contours at one (1) foot vertical intervals (for land with less than ten percent (10%) and two (2) foot vertical intervals for land with greater than ten percent (10%) slope. Elevations to be Mean Sea Level (MSL).

3. Drainage areas affecting proposed subdivision, including location, size and flow line elevation of existing drain channels, which will serve as part of drainage system affecting proposed subdivision.

Section 3.109 Proposed Street Improvement Drawings

1. Layout of proposed subdivision, typical sections of roadways riding surface type (width and depth) base type, (width and depth) shoulder width and material, street ditch cross section, curb and gutter type and dimensions if applicable; location of utilities, sidewalks if applicable, and street rights-of-way.

Section 3.110 Drainage Impact Study

1. All surface drainage courses shall have at least 1:1 side slope (or side slopes having at least one (1') foot of horizontal distance for each one (1') foot of vertical drop).
2. The minimum grade along the bottom of a surface drainage course shall be a slope of 0.125 percent (or a vertical fall of one (1') in each eight hundred (800) feet of horizontal length).
3. The plat or subdivision restrictions shall carry the notation or provision of the size and grade of culverts for driveways and other pipes in roadside ditches shall be approved by the Parish Engineer.
4. In the design of the drainage for the subdivision, provision should be made to adequately take care of adjacent watershed areas after they have been developed. All drainage structures should be sufficient for the drainage of the watershed after complete development of the area and where ditches and canals are used, adequate servitude shall be provided for future needs. This shall be in the form of a comprehensive drainage plan, prepared by a certified engineer, for each subdivision submitted, including not only problems in the proposed subdivision, but also where the water will be channeled and its effect on other areas. This plan shall be submitted to the Parish Engineer for approval.
5. Subdivision drainage analysis will be based on a two (2) year storm event. Subsurface drainage of drainage outfalls serving more than the development will be based on a ten (10) year storm event. Open channel drainage of channels serving more than the development will be based on a ten (10) year storm event with one (1) foot of free board existing in the channel above the ten (10) year water surface evaluation.

6. If the developer feels his development is of such a nature that it is apparent and obvious that it will not contribute to or cause improper drainage, he may make a written request to the Parish Engineer of the Department of Public Works for a waiver of the drainage impact study. If written concurrence with this request by the Parish Engineer of the Department of Public Works is forwarded to the Department of Planning and Zoning, then no drainage impact study will be required for said development.

Section 3.111 As-Built Construction Drawings

Prior to submittal of the final subdivision plat and after final inspection and approval of construction, the Planning and Zoning Department shall be furnished the as-built construction drawings of work performed. The as-built drawings shall contain location, sizes, depths, elevations, etc. of all water facilities, utilities, drainage and street improvements actually constructed for the subdivision development. As-built sheets shall be noted "As-Built Drawings" and certified to by the developer's project engineer as a true representation of the subdivision development.

A. Utility

- (1) Water lines: The drawings showing water lines, if installed in the subdivision, shall show horizontal ties to center line of the hard surfaced streets, depth of line, specifications of pipe, fittings and any other relative data to reflect installed water lines.
- (2) Waste water facilities: Drawings showing waste water lines, pumps, etc. if installed, shall show horizontal locations of collection and service lines, elevations of collection lines, manholes, pumping station, including specifications of materials installed.
- (3) Natural gas lines: Drawings showing natural gas lines, if installed, size and horizontal location of lines, valves, depth of cover over lines, including specifications of materials installed.

B Streets and drainage:

- (1) Drawings showing width of roadways, intersection details, culvert pipe, including flow line elevations, size and lengths, types of riding surface and base materials and specifications of materials installed.

3.112 Road Base Testing Requirements

The developer shall retain and pay for the services of an independent testing laboratory acceptable to the St. Martin Parish Government and such testing lab will provide a minimum of the following services along with certified testing and inspection reports to the Planning and Zoning Department, the developer/subdivider and the developer/subdivider's project engineer.

1. If the Parish engineer or testing lab deems it necessary, test the soil to determine the percent of lime.
2. If the Parish engineer or testing lab deems it necessary, test the soil to determine the percent of cement.
3. Verify asphaltic concrete batch mixture for wearing course per LADOTD specifications.
4. Inspect soil-cement installation for soil-cement base roads.
5. Provide ample field density tests to determine that limestone base is compacted.
6. Inspect installation of hot asphaltic wearing surface of concrete roadway.
7. Test sub-base and base prior to concrete street being poured
8. Pull and test standard concrete cylinder for concrete strength (4,000 psi or as required by parish engineer.
9. Certify concrete street depth-thickness measured every 100 feet.
10. Certify that construction and expansion joints on concrete streets are adequate.
11. Any and all road failures shall be required and proof rolled afterwards with twelve (12) yard dump fully loaded. All work to be performed in presence of testing lab employee and lab to certify repairs to the St. Martin Parish Government
12. Developer shall be required to install reinforced a minimum eighteen inch (18") concrete (Class III) culverts in all cross drains under streets and roads.
13. Reports to provide, at a minimum, the following:
 - Full Name of Subdivision
 - Name and Address of Developer/Subdivider
 - Location of Subdivision (Section, Township and Range, Parish or State Road)

SECTION 3.2 FINAL SUBDIVISION PLAT

- 3.201 The final plat shall conform substantially to the preliminary plat as approved; and, if desired by the developer/subdivider it may constitute only that portion of the approved preliminary plat which he/she proposes to record and develop at the time, provided however, that such portion conforms to all requirements of these regulations.
- 3.202 After completion of the improvements for the subdivision and approval by the parish engineer of construction and installation of streets, drainage, utilities, etc.,

as described in these regulations, the developer/subdivider shall submit a transmittal letter with ten (10) copies of the final plat to the Planning and Zoning Department a minimum of fourteen (14) days prior to the Planning Commission Meeting, at which the plat is to be considered.

The plat shall be drawn to a scale of one (1) inch equals not more than one hundred (100) feet on a tracing cloth, or paper, or file sheets not larger than twenty-four (24) x thirty-six (36) inches. When more than one (1) sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with the streets lettered in alphabetical order as a key. When the plat has been approved by the Planning Commission, two (2) copies will be returned to the developer/subdivider with the approval of the Planning Commission certified thereon for filing with the Clerk of the appropriate court as the official plat of record within ninety (90) calendar days, otherwise such approval shall be voided.

The original tracing containing all required certifications will be returned to the developer/subdivider for his/her records, with the remaining copies being dispersed to the various parish government agencies.

3.203 The Planning Commission shall approve or disapprove this final plat within sixty (60) calendar days after submission. Failure of the Planning Commission to act on this final plat within sixty (60) calendar days shall be deemed approval of it. If the plat is disapproved, the grounds for disapproval shall be stated upon the records of the Planning Commission in writing.

3.204 The final plat shall show:

1. The lines of all streets, and roads, alley lines, lot lines, building set back lines, lots numbered in numerical order, reservations for easements, and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations, all offers of cession and covenant governing the maintenance of un-needed open spaces shall bear the certificate of approval of the District Attorney as to their legal sufficiency.
2. Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, block line, and building set back line, whether curved or straight, and including true north point. This shall include the radius, central angle, and tangent distance for the centerline of curved streets and curved property lines that are not the boundary of curved streets.
3. All dimensions to the nearest one hundredth of a foot and angle to the nearest minute.

4. Location and description of monuments. Permanent reference monuments shall be shown. They shall be constructed in accordance with specifications of the engineer. All corner lot markers shall be permanently located satisfactorily to the engineer and be at least three quarter (3/4 inch (if metal) in diameter and at least thirty (30) inches in length and located in the ground to existing grades.
5. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property with addresses.
6. Date, title, name, and location (town and parish) of subdivision, graphic scale, and true north point.
7. Vicinity sketch map showing site in relation to area.
8. If any portion of the land being subdivided is below the elevation of flood as set forth by the National Flood Insurance Program, Flood Insurance Rate Map (F.I.R.M.), St. Martin Parish, Louisiana, dated May 3, 1982, or latest revision thereof, the limits of such flood shall be shown.
9. Required sizes of driveway culverts for each lot.

3.205 The following certificates shall be presented with the final plat:

1. Certification showing that the applicant is the landowner and dedicates streets, rights-of-way, and any sites for public use.
2. Certification by licensed surveyor or licensed engineer to accuracy of survey and plat and placement of monuments.
3. Certification by the parish health officer when individual sewerage disposal or water systems are to be installed.
4. Certification by applicable Federal and/or State and/or private regulatory agencies when community type sewerage disposal and/or water systems are to be installed.
5. Certification by the project engineer that the improvements for the subdivision were constructed in accordance with the approved plans and specifications.
6. Certification from parish engineer that the improvements for the subdivision have been completed and met minimum parish standards.

7. Certification of approval to be signed by the Secretary or Chairman of the Planning Commission.

PART 4 - GENERAL REQUIREMENTS AND MINIMUM STANDARDS OF DESIGN

Section 4.1 Conformity to the Comprehensive Plan

The location and width of all streets and roads shall conform to the Major Road Plan.

Section 4.2 Relation to adjoining Streets Systems

The proposed road system shall extend existing streets or other projects such as drainage systems, etc. They shall extend at a size or width no less than the required minimum width.

Section 4.3 Street Elevations

No street shall be approved if it is more than one (1) foot below flood elevation as established by the engineering authority. The Planning Commission may require, where necessary, profiles, and elevations of streets for areas subject to flood. Fill, as approved or directed by the engineering authority, may be used on streets. Drainage openings shall be designed so as not to restrict the flow of water and unduly increase backwater flood heights.

Section 4.4 Rights-of-Way Width

The minimum width of right-of-way measured from lot line to lot line shall be shown on the Major Road Plan, or a minimum of sixty (60) feet in the case of local (minor) street rights-of-way with ditches, or fifty (50) feet when curbs and gutters are provided or for dead end roads not more than 1500 feet in length providing that a turn around with a forty (40') foot radius or equivalent is provided.

4.401 Primary Major Streets (Urban and Rural):

Collect traffic from secondary major streets and feed it into the town or other towns and will be located on the Major Road Plan Map, usually in a one-hundred twenty (120) foot right-of-way.

4.402 Secondary Major Streets:

Are major streets, which carry traffic from local streets to the primary major streets and include the principal streets for major circulation within residential

development. These are also indicated on the Major Road Plan Map and are usually in an eighty-four (84) foot right-of-way.

4.403 Local Streets:

Curb and gutter – fifty (50) foot right-of-way; ditch type – sixty (60) foot right-of-way. Local streets are used primarily for access to the abutting residential properties and designed to discourage their use by through traffic.

4.404 Marginal Access Streets:

Marginal access streets are local streets which are parallel to and adjacent to major streets and highways, and which provide access to abutting properties and protection from through traffic.

4.405 Dead-End (Cul-de-Sac):

Cul-de-Sacs are permanent dead-end streets or courts so that they cannot be extended in the future.

4.406 Alleys

Alleys are local public ways used primarily for service access to the back or side of properties otherwise abutting on a street.

- 4.407 In cases where topography or other physical conditions make a street of the required minimum width impractical, the Planning Commission may modify the above requirements. Through proposed neighborhood or local business areas, the street widths shall be increased ten (10) feet on each side to provide for movement of vehicles into and out of necessary off-street parking areas without interference with traffic.

Section 4.5 Minimum Surface Widths and Cross Sections

Minimum surface widths and cross-sections shall conform to the Major Road Plan and the Louisiana Department of Transportation and Development (DOTD) Minimum Design Standards, latest revision.

Section 4.6 Curbs and Gutters

When specified by the Planning Commission, the subdivider shall provide permanent six (6) inch concrete curbs with twenty-four (24) inch integral concrete gutters, standard rolled curb and gutters or other construction approved by the Planning Commission.

Section 4.7 Sidewalks

Sidewalks may be required along officially designated major streets and along all streets where deemed essential for the public safety by the Commission. Such sidewalks shall be constructed in accordance with construction specifications of the engineering authority.

Section 4.8 Additional Widths on Existing Streets

Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet the above minimum street width requirements.

- 4.801 The entire right-of-way shall be provided where any part of this subdivision is on both sides of the existing street.
- 4.802 When the subdivisions are located on only one side of an existing street, one-half of the required right-of-way measured from the centerline of the existing roadway shall be provided.

Section 4.9 Restriction of Access

When a tract fronts on a major street, the Planning Commission may require such lots to be provided with frontage on a marginal access street.

Section 4.10 Street Grades

Street grades shall conform in general to the terrain and shall not be less than three-tenths (3/10) percent nor exceed seven (7) percent on major streets.

Section 4.11 Horizontal Curves

The controlling horizontal curvature shall be in accordance with the Louisiana Department of Transportation and Development (DOTD) Minimum Design Standards, latest revision.

Section 4.12 Vertical Curves

Every change in grade shall be connected by a vertical curve constructed so as to afford a minimum sight distance of two hundred (200) feet.

Section 4.13 Intersections

Street intersections shall be as nearly at right angles as is possible and no intersection shall be at an angle of less than sixty (60) degrees.

Property line radii at street intersections shall not be less than twenty-five (25) feet and where the angle of street intersection is less than seventy-five (75) degrees, the Planning Commission may require a greater radius.

Section 4.14 Tangents

A tangent of at least one hundred (100) feet in length shall be introduced between reverse curves on major streets.

Section 4.15 Street Jogs

Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall not be allowed.

Section 4.16 Dead End Streets (Cul-de-Sac)

4.1601 Minor terminal streets or courts designed to have one end permanently closed shall be no more than five hundred (500) feet long unless necessitated by topography. They shall be provided at the closed end with a turn around having an outside roadway diameter of at least eighty (80) feet and a right-of-way diameter of at least one hundred (100) feet or be of alternate design as the Planning Commission may approve.

4.1602 Where in the opinion of the Planning Commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary of such property. Such dead-end streets shall be provided with a temporary turnaround having a roadway diameter of at least eighty (80) feet.

Section 4.17 Private Streets and Private Alleys

The pattern or layout of the private street system in any project must provide for the following basic design concepts:

1. Provide adequate vehicle access to buildings and facilities within the plat boundaries.
2. Provide adequate interior traffic circulation and access to buildings by fire fighting personnel and equipment.
3. Provide adequate access to the existing public system adjacent to the boundaries of the plat.
4. Be so designed to allow for the orderly flow of vehicular traffic, which would not induce a hazard to vehicular traffic and the occupants of the development as determined by the parish engineer.

5. Construction standards shall comply with the minimum construction and design standards for a hard-surfaced road or a non hard-surfaced road as set forth in these regulations.
6. Each lot shall have a direct frontage on a public or private street.
7. Private alleys may be provided within any subdivision to provide secondary vehicular access to buildings which otherwise have their primary access from an adjacent public street or private street. Private alleys cannot be used or designed to provide the principle access to property outside the subdivision plat boundaries in which the private alleys are located. Private alleys shall conform to minimum requirements for public alleys.
8. The right-of-way for all private streets will be clearly marked and designated as private streets or private alleys on the preliminary and final plats.
9. Private streets must not be direct projections of any public street. When a private street or private alley intersects with a public street there must be a minimum offset distance of one hundred and twenty-five (125) feet from the centerline of the private street or private alley to the center line of any adjacent street or alley intersecting the public street. Intersections of all private streets and private alleys with the public streets must be at right angles with variations not to exceed ten degrees (10) and have twenty-five (25) feet radii at all corners.
10. Private streets and private alleys must be provided with adequate drainage and shall conform to minimum requirements for public streets and alleys
11. The developer will cause to be created (or furnish a certified correct copy if already in existence) a financial and management legal entity or entities that will guarantee and assure the maintenance of all private streets and private alleys constructed. The developer will provide a certification to the Planning Commission, prior to obtaining final subdivision approval, from an attorney licensed to practice law in the State of Louisiana, that the documentation, attached to such certification, provides for the creation of an entity that is responsible for the maintenance of the private streets, private roads, private alleys and drainage facilities in the subdivision. The certification shall contain the name of the entity responsible for maintenance and its registered office.
12. A large notation shall be placed on the final plat stating the following:

BUYER BEWARE: THE STREETS, ROADS, SERVITUDES, EASEMENTS AND RIGHTS-OF-WAYS IN THIS SUBDIVISION WILL NOT BE MAINTAINED BY THE ST. MARTIN PARISH GOVERNMENT OR ANY OTHER PUBLIC BODY.

Section 4.18 Street Names

Proposed streets, which are obviously in alignment with other already existing and named shall bear the names of existing streets. In no case shall the name for proposed streets duplicate existing street names, irrespective of the use of the street, avenue, boulevard, driveway, place, or court. Through its index list of street names on file, the Planning Commission can assist the developer/subdivider in avoiding duplication.

Section 4.19 Alleys

Alleys shall be provided to the rear of all lots used for business purposes and shall not be provided in residential blocks except where the subdivider provides evidence satisfactory to the Planning Commission of the need for alleys.

Section 4.20 Blocks

4.2001 Length: Blocks shall not be less than six hundred (600) feet nor more than one thousand three hundred (1,300) feet in length, except as the Planning Commission considers necessary to secure efficient use of land or desirable features of street pattern. In blocks over one thousand (1,000) feet in length, the Planning Commission may require one or more public cross walks of not less than ten (10) feet in width with at least a four (4) foot paved walk to extend entirely across the block and at locations deemed necessary.

4.2002 Width: Blocks shall be wide enough to allow two (2) rows of lots except where fronting on streets is prevented by topographical conditions or size of property; in which case the Planning Commission may approve a single row of lots of minimum depth.

Section 4.21 Lots

4.2101 Adequate Building Sites: Each lot shall contain a building site of at least one thousand five hundred (1,500) square feet located outside the limits of an existing easement or building set back lines required in the zoning ordinance when such exists and not subject to flood as determined by the engineering authority.

4.2102 Arrangement: Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines. Each lot must front upon a public street.

4.2103 Minimum Size:

1. The size, shape, and orientation of lots shall be such as the Planning Commission deems appropriate for the type of development contemplated. Where a public sanitary sewer is reasonably accessible, the developer/subdivider shall connect with such sewer and provide a connection to each lot. Where a public sewer is not accessible, an alternate method of sewerage disposal may be used if it meets all applicable public health regulations. An alternate method of sewerage disposal may consist of or include but not limited to, an approved sewerage disposal system installed by the developer as a common system for the subdivision or specified portions thereof, with provisions for continued maintenance and operation of the system in compliance with the regulations of the State Board of Health and the St. Martin Parish Police Jury, and constructed under the supervision and with the approval of the St. Martin Parish Health Unit and engineering authority of the area. Residential lots served by a public sewerage system shall not be less than fifty (50) feet wide at the building set back line nor be less than six thousand (6,000) square feet in area, unless a lot of record before the adoption of the Zoning Ordinance.
2. Residential lots not served by a public sewerage system shall not be less than two hundred (200) feet wide at the building set back line nor shall it be less than forty thousand (40,000) square feet in area; provided, however, greater or less area may be required by the Planning Commission as indicated by data from percolation tests or as determined by the parish health officers when adequate collection and treatment are to be provided by the developer.
3. Size of properties reserved or laid out for commercial or industrial properties shall be adequate to provide for the off-street service and parking facilities required by the type and use of development contemplated. Platting of individual lots should be avoided in favor of an over-all design of the land to be used for such purposes.

Section 4.22 Building Set Back Lines

- 4.2201 The minimum depth of building set back lines shall be as stated in the Zoning Ordinance or not less than twenty (20) feet in the front and, in the case of corner lots, fifteen (15) feet from the side street.
- 4.2202 In the case of electric transmission lines where easements widths are not definitely established, there shall be a minimum building set back line from the center of the transmission line as follows:

<u>Voltage of Lines</u>	<u>Minimum Building Set Back</u>
46 KV	37 ½ feet
69 KV	50 feet
161 KV (or over)	75 feet

- 4.2203 Corner Lot: Corner lots shall have extra width sufficient to permit the additional side yard requirements of the Zoning Ordinance or building set back lines as outlined above.

Section 4.23 Public Use and Service Areas

Due Consideration shall be given to the allocation of areas suitably located and of adequate size for neighborhood parks as well as for use as public areas.

- 4.2301 Public Open Spaces: Where a school, neighborhood park, or recreation area or public access to water frontage, shown on the Master Plan made and adopted by the Planning Commission, is located in whole or in part in the applicant's subdivision, the Planning Commission may require the dedication or reservation of such open space within the subdivision not less than a total of five (5) percent of the gross area of water frontage of the plot, for park, school, or recreation purpose.
- 4.2302 Where community or public facilities of the Master Plan are located whole or in part in a proposed subdivision, the Commission shall require the reservation of the area necessary to accommodate such facilities. The local public board, commission, or body having jurisdiction or financial responsibility for acquisition of said reserved facility or facilities shall within four (4) months following recording of the final plat execute a written option to acquire by purchase or file suit for condemnation of said area reserved for such facility or facilities, provided however, said option must be exercised and fully consummated within twelve (12) months following date of the recording of the final plat.
- 4.2303 Servitude: Except where alleys are permitted for the purposes, the Planning Commission may require easements not less than seven and on half (7 1/2) feet in width for poles, wires, conduits, drainage, sewers, gas, water, and/or other public uses along all rear lot lines, and along side lot lines if necessary, or if advisable in the opinion of the Planning Commission. Easements of the same or greater width may be required along the lines of or across lots where necessary for the extension of existing or planned utilities.

Whenever any stream or improved surface drainage course is located in an area that is being subdivided, the subdivider shall dedicate an adequate right-of-way along each side of the stream for the purpose of widening, deepening, sloping, improving, or protecting the stream or for drainage maintenance. For all drainage

courses having a bottom width or normal water surface of five (5) feet or more, the subdivider shall dedicate a right-of-way having a width of five (5) feet for every one (1) foot of bottom width. (For example, a twenty-five (25) foot right-of-way shall be dedicated for all drainage courses having a bottom width of five (5) feet. All surface drainage courses shall have sufficient right-of-way width for at least one to one (1:1) side slope, or side slopes having at least one (1) foot of horizontal distance for each one (1) foot of vertical drop.)

- 4.2304 Community Assets: In all subdivisions, due regard shall be shown for all natural features such as large trees and water courses, and for historical spots and similar community assets which, if preserved, will add attractiveness and value to the property.

Section 4.24 Suitability of the Land

The Planning Commission shall not approve the subdivision of land if, from adequate investigations conducted by all public agencies concerned, it has been determined that in the best interest of the public, the site is not suitable for platting and development purposes of the kind proposed. Land subject to flooding and land deemed to be topographically unsuitable shall not be platted for residential occupancy, or for any other uses that may increase flood hazard, endanger health, life or property, or aggravate erosion. Such land within the plat shall be set aside for such uses as shall not be endangered by periodic or occasional inundation or shall not produce unsatisfactory living conditions. In applying the provisions, land below the flood elevations as establishes by the engineering authority shall be considered subject to flood.

Fill may be used to raise land in areas subject to flood if the fill proposed does not restrict the flow of water so as to unduly increase flood heights or floor levels may be elevated to safe heights.

Section 4.25 Large Tracts or Parcels

When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of streets in the future and for logical further re-subdivision.

Section 4.26 Planned Group Housing Development

A comprehensive group housing development including the large scale construction of housing units together with necessary drives and ways of access, may be approved by the Planning Commission although the design of the project does not include standard streets, lots, and subdivision arrangements, if departure from the foregoing standards can be made without destroying their intent.

Section 4.27 Variance

Variance may be granted under the following conditions:

- 4.2701 Where the subdivder can show that strict adherence to these regulations would cause unnecessary hardships.
- 4.2702 Where the Planning Commission decides that there are topographical or other conditions peculiar to the site and a departure from these regulations will not destroy their intent. Any variance thus authorized shall be stated in writing in the minutes of the Planning Commission with the reasoning on which the departure is justified set forth.

Section 4.28 Zoning or Other Regulations

No final plat of land within the force and effect of an existing Zoning Ordinance shall be approved unless it conforms to such ordinance. Whenever there is a discrepancy between minimum standards or dimensions noted herein, and those contained in the Zoning Ordinance, building codes, or other official regulation, the highest standards shall apply.

PART 5 – DEVELOPMENT PREREQUISITE TO FINAL PLAT APPROVAL

Section 5.1 Development Prerequisite

A perfectly prepared and recorded subdivision or plat means little to a prospective lot buyer until he can see actual physical transformation of raw acreage into lots suitable for building purposes and human habitation. Improvements by the subdivider spare the community of a potential tax liability. The following tangible improvements or provisions for their estimated cost are required before plat approval in order to assure the physical reality of a subdivision which approval and recordation will establish legally.

Section 5.2 Required Improvements

Every subdivider shall be required to grade and improve streets and alleys and to install monuments, sewers, storm water inlets, water mains, and when deemed necessary by the Planning Commission, curbs and sidewalks in accordance with the specifications established by the municipal engineer or the engineering authority. If other specifications have not been adopted by local authority, the Planning Commission may accept specifications equal to those found in FHA Land Planning Bulletin No. 3 “Neighborhood Standards for Southern Louisiana.” The specification policy adopted, whether in local regulations or in the construction specifications, Part 9 of these regulations shall govern.

Section 5.3 Guarantee in Lieu of Completed Improvements

No final subdivision plat shall be approved by the Planning Commission or accepted for record by the Parish Clerk of Court until one of the following conditions has been met:

- 5.301 All required improvements have been constructed in a satisfactory manner and approved by the engineering authority; or
- 5.302 The Planning Commission has accepted a performance bond in an amount equal to the estimated cost of installation of the required improvements, whereby improvements may be made and utilities installed without cost to the area in the event of default of the subdivider.

PART 6 – GENERAL DEFINITIONS

Section 6.1 Certain Words and Terms are Defined as Follows:

- 6.101 Words used in the present tense include the future; words in the singular number include the plural; words in the plural number include the singular; and the word “shall” is mandatory.
- 6.102 The term “Commission” means the Planning Commission of St. Martin Parish, Louisiana.
- 6.103 Parish Governing Body means the Police Jury of St. Martin Parish, Louisiana.

Section 6.2 Other Words in This Regulation are Defined as Follows:

- 6.201 Building Lines: A line between which line and any street line of a lot, tract, or parcel of land, no building or part of a building may be erected or altered.
- 6.202 Building Line Set Back: The distance between the building line and the street in a lot, tract, or parcel of land.
- 6.203 Comprehensive Plan or Master Plan: Any legally adopted part or element of the overall plan for development of the area as provided by the legislature of Louisiana.
- 6.204 Corner Lot: A lot which abuts two or more streets at their intersection, or upon a curbed street, provided that the two sides of the lot intersect to form an interior angle of not more than one hundred thirty-five (135) degrees.
- 6.205 Frontage: The distance for which property abuts on side of a street, road, highway, or other public way measured along the dividing line between the public way and private property.

- 6.206 Lot Depth: The distance between front and rear lot lines. If these lines are not parallel the mean dimension shall be deemed to be the lot depth.
- 6.207 Lot, Interior: A lot, which is not, a corner lot.
- 6.208 Lot Line, Front: The line separating the lot from the street or road. The front lot line of a corner lot shall be the line of least dimension.
- 6.209 Lot Line, Rear: The line opposite and generally parallel to the front lot line. The rear lot line of a triangular or irregularly shaped lot shall for the purpose of this regulation, be a line not less than ten (10) feet long lying wholly within the lot, parallel to and the greatest distance from the front lot line.
- 6.210 Lot, Line Side: Any lot lines not a front or rear lot line.
- 6.211 Lot of Record: A parcel of land, the dimensions of which are shown on a map on file with the Clerk of the appropriate court of St. Martin Parish, Louisiana. All lots of record shall front on and have ingress and egress by means of a public street or road.
- 6.212 Lot Width: The width of the lot measured at right angles to the means depth of said lot.
- 6.213 Street: A public thoroughfare, including pavement. Where title of land extends to the center of a street, easement, or right-of-way shall be considered as the side lines of a street. The term street shall include avenue, drive, circle, lane, place, road, as they are generally understood.
- 6.214 Street Right-of-Way: That area dedicated to public use, for streets, walks, drainage, and utility servitudes, etc., between front property lines.
- 6.215 Structure: Anything constructed or erected, the use of which requires more or less permanent or semi-permanent location on the ground or the attachment to something having a permanent location on the ground. (This includes gasoline pumps, signs, trailers, vending machines, etc.)
- 6.216 Subdivision: The division of a lot, tract or parcel of land into five (5) or more lots, plats, sites, or other divisions of land, any of which are less than three (3) acres in area, for the purpose of sale or building development whether immediate or future for purposes other than agricultural. It includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land subdivided.
- 6.217 Easement: Agreement by the property owner for the use by the public, a corporation, or persons, of a strip of land for specific purposes.

- 6.218 Engineering Authority: Person, firm or public agency recognized by the Police Jury as responsible for approving construction design of public works such as streets, roads, bridges, etc., in the parish.

PART 7 – ENFORCEMENT AND PENALTIES OF VIOLATIONS

The enforcement of these regulations and penalties for the unapproved recordation or transfer of land is provided by State Law in the authority granted by public acts of the state of Louisiana.

Section 7.1 Enforcement and Penalties

- 7.101 Whoever, being the owner or agent of the owner of any land located within a subdivision, transfers or sells or agrees to sell any land by reference to or exhibition of or by other use of a plat of a subdivision before such plat has been approved by a Planning Commission and recorded and filed in the Office of the Clerk of Court of the parish, shall pay a penalty of one hundred dollars (\$100.00) for each lot or parcel so transferred or sold or agreed or negotiated to be sold. The description of such lot or parcel by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties or from the remedies herein provided.

The parish or municipality as the case may enjoin such transfer or sale or agreement by suit for injunction brought in any court of competent jurisdiction or may recover the penalty by a civil action in any court of competent jurisdiction.

- 7.102 Improvements and Unapproved Streets: The parish or municipality as the case may be shall not accept, layout, open, improve, grade, pave, curb, or light any street or lay, or authorize to be laid, any water mains, sewers, or utility connections in any street within any portion of territory for which a Planning Commission has adopted a Major Street Plan except as provided for under Louisiana Act No. 139 of 1956, RS 33, Section 115 as amended.

PART 8 - VALIDITY, EFFECTIVE DATE, AND REPEAL OF CONFLICTING REGULATIONS

Section 8.1 Validity

If any section, clause, paragraph, provision, or portion of these regulations shall be held invalid or unconstitutional by any court of competent jurisdiction, such holdings shall not affect any other section, clause, paragraph, provision, or portion of these regulations.

Section 8.2 Repeal of Conflicting Regulations

All regulations or part of regulations in conflict herewith or inconsistent with the provision of these regulations are hereby repealed.

Section 8.3 Adoption and Effective Date

Before adoption of these subdivision regulations, a public hearing as required by Act 139 of 1956, RS 33, Section 112, was held on June 30, 1969. These rules and regulations shall be in full force and effective from and after the 14th day of July, 1969.

Officially adopted this 30th day of June, 1969.

/s/ Dantin L. Bernard

Chairman

/s/ Gilbert Lastraps, Jr.

Secretary

PART 9 – REQUIRED POLICY OF CONSTRUCTION SPECIFICATIONS FOR SUBDIVISION DEVELOPMENT

Section 9.1 Monuments

- 9.101 Permanent monuments consisting of a metal pipe three fourths (3/4) inch in diameter and three (3) feet long shall be set at all street corners at all points where the street lines intersect the exterior boundaries of the subdivision and at angle points and points of curves in each street. The top of the monument shall be set flush with the finished grade.
- 9.102 For all subdivisions larger than five (5) lots or more, a permanent benchmark shall be accessibly placed, the elevation of which shall be based on mean sea level as determined by the U.S. Geological Survey, and accurately noted on the subdivision plat. Such permanent benchmark shall be deemed to be concrete with a minimum dimension of four (4) inches in diameter or four (4) inches square, three (3) feet long, with a flat top. The top of the monument shall have an indented cross to identify properly the location and shall be set flush with the finished grade.
- 9.103 All other corners shall be marked with an iron pipe, not less than three fourths (3/4) inch in diameter and three (3) feet long driven so as to be flush with the finished grade.

Section 9.2 Grading

- 9.201 All streets, roads, and alleys shall be graded by the subdivider so that pavements and sidewalks can be constructed to the required cross-section. Due to special

topographical conditions, deviations from the above will be allowed only with special approval of the engineering authority. Where streets are constructed under or adjacent to existing electric transmission lines or over gas transmission lines, the nearest edge of the pavement shall be a minimum of fifteen (15) feet from any transmission line structure and all grading for street shall be done in a manner which will not disturb the structure or result in erosion endangering the structure. In the case of electric transmission lines, the clearance from the pavement to the nearest conductor shall meet the requirement of the National Electric Safety Code.

- 9.202 Preparation: Before grading is started, the entire right-of-way area shall be first cleaned of all stumps, roots, brush, and other objectionable materials and all trees not intended for preservation.
- 9.203 Cuts: All tree stumps, concrete, and other obstructions shall be removed to a depth of two (2) feet below the surface. Rock, when encountered, shall be scarified to a depth of twelve (12) inches below the sub-grade.
- 9.204 Fill: All suitable material from roadway cuts may be used in the construction of fills, approaches, or at other places as needed. Excess materials, including organic materials, soft clays, etc., shall be removed. The fill shall be spread in layers not to exceed twelve (12) inches loose and compacted by a sheep's foot roller. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped, but where water is used to assist compaction, the water content shall not exceed the optimum of moisture.

Section 9.3 Storm Drainage

An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc. shall be provided for the proper drainage of all surface water.

1. All surface drainage courses shall have at least one to one (1:1) side slope (or side slopes) having at least one (1) foot of horizontal distance for each (1) foot of vertical drop.
2. The minimum grade along the bottom of a surface drainage course shall be a slope of .125 percent (or a vertical fall of one (1) foot in each eight hundred (800) feet of horizontal length).
3. Subsurface storm drains shall be of reinforced concrete and eighteen (18) inches or greater in diameter as determined by the engineering authority.

Cross drains shall be provided to accommodate all natural water flow, and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no

case shall be less than twelve (12) inches. Cross drains shall be built on straight line and grade and shall be laid on a firm base, but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends filled and matched to provide tight joints and a smooth uniform invert. They shall be placed at sufficient depth below the road-bed to avoid dangerous pressure of impact and in no case shall the top of the pipe be less than one (1) foot below the road-bed and constructed of reinforced material equal to ASTM C-76-41.

Section 9.4 Road Dedications

9.401 General: Effective July 1, 1985, the St. Martin Parish Police Jury will only accept hard surface roads and streets dedicated to the public road system (exception only as per variance 9.405). This section applies to streets and roads submitted directly to the Police Jury Public Works Committee as well as those made part of the proposed subdivision. All street construction shall be done under the strict supervision of a licensed civil engineer or a representative of the St. Martin Parish Police Jury and shall be in accordance with the 1982 edition of the Louisiana Department of Transportation and Development (DOTD) Standard Specifications for Roads and Bridges (as amended) before the road is presented for acceptance. DOTD specifications shall take precedence over parish specifications; i.e., the stricter of the two (2) specifications shall prevail. The Parish shall assess a minimum inspection fee of \$100.00 for each dedication. The Act of Dedication shall include a one (1) year warranty against defects in road construction. Streets 1500 feet or less in length must have a minimum fifty (50) foot dedicated public right-of-way. Those in excess of 1500 feet must have a sixty (60) foot right-of-way. (See variance 9.405) All streets shall have a minimum of 18-foot wearing surface and have a design section in accordance with the minimum design standards of DOTD as shown in Exhibits I, II & III located in Section 9.4.

9.402 Minimum Construction and Design Standards for a Non Hard-Surfaced Road:

1. Minimum right-of-way width shall be sixty (60) feet.
2. Minimum riding surface width shall be twenty (20) feet.
3. Minimum shoulder width shall be five (5) feet.
4. Minimum crown of roadbed shall be thirty (30) feet.
5. Maximum right-of-way length shall be thirteen hundred twenty (1,320) feet.
6. Minimum right-of-way radius for cul-de-sac shall be fifty-five (55) feet with a minimum driving radius of thirty-five (35) feet, or in the case of a t-type turnaround a minimum right-of-way width of (60) feet, and a minimum right-of-way length of one hundred (100) feet, with a minimum riding surface of twenty (20) feet in width and sixty (60) feet in length.
7. Minimum to two (2) compaction borings per four hundred forty (440) feet.

8. Soil sub-grade shall be properly scarified, graded, and compacted under the supervision of the project engineer prior to application of surface material.
9. Surface material shall be No. 610 limestone, No. 57 limestone, gravel or recycled asphalt at in place minimum compacted thickness of four (4) inches.
10. Road must have all necessary culverts, cross drains and proper drainage rights-of-way.
11. Project engineer must provide as-built construction documents, certified paid receipts of amount of material placed on roadway, and certify in writing that the road was built in accordance with minimum parish design standards for a non-hard surfaced road.
12. The Director of Public Works must review any request for acceptance of a private non hard-surfaced road, and make his recommendations known to the Planning Commission.

9.403 Minimum Construction and Design Standards for a Hard-surfaced Road

Residential – Open Ditch Drainage Design

1. Minimum right-of-way width shall be sixty (60) feet.
2. Minimum riding surface width shall be twenty (20) feet.
3. Minimum shoulder width shall be five (5) feet wide, and be fertilized and seeded to prevent erosion of shoulders into roadside ditches.
4. Minimum crown of roadbed shall be thirty (30) feet wide.
5. Minimum two (2) inches hot asphaltic concrete wearing surface on eight and one-half (8 1/2) inch soil cement base at least twenty-one (21) feet wide; or
6. Minimum two (2) inch hot asphaltic concrete wearing surface on compacted eight (8) inch crushed limestone base at least twenty-one (21) feet wide; or
7. Minimum six (6) inches of four thousand 4,000 psi concrete on eight (8) inch compacted base; or
8. Same standards as seven (7) above, but with five (5) inches of psi concrete base and one and one half (1 1/2) inches of hot asphaltic concrete riding surface.

Residential – Curb and Gutter Drainage Design

1. Minimum right-of-way width shall be fifty (50) feet.
2. Minimum riding surface width shall be twenty-seven (27) feet from back of curb to back of curb.
3. With two-inch hot asphaltic concrete riding surface on eight and one-half inch soil cement base; or
4. With two-inch hot asphaltic concrete riding surface on compacted eight-inch crushed limestone base; or

5. With six (6) inches of four thousand (4,000) psi concrete on eight-inch compacted base; or
6. With five (5) inches of four thousand (4,000) psi concrete and wearing surface on eight (8) inch compacted base.

9.404 Roadside Ditches, Driveway Culverts, and/or Subsurface Drainage

Ditches shall have a maximum fore slope of 3:1 and a maximum back slope of 2:1 and shall be of such depth to receive pipe of such size as needed to provide proper drainage. The ditch shall have a minimum depth of two (2) feet. In no case shall installation of pipe less than eighteen (18) inches in diameter in road ditches be allowed, nor installation of more than seventy-five (75) feet of continuous pipe permitted; also a minimum gap for three (3) feet shall be left between pipes to allow for cleanouts. All necessary cross culverts, culverts, bridges, etc., shall be installed and all lateral drainages completed with sufficient easements dedicated to allow for proper maintenance and repair. All of the foregoing shall be done according to specifications approved by the St. Martin Parish Government before the street(s) and appurtenances shall be accepted by the St. Martin Parish Government for maintenance.

Driveway culverts and culverts not located under asphalt shall be one of the following:

1. Reinforced concrete pipe (ASTM C-76, Class III)
2. Bituminous coated corrugated steel pipe (Minimum 16 gage)
3. Plastic pipe (as approved by LA DOTD QPL List)

Pipes located under asphalt shall be one of the following:

1. Reinforced Concrete pipe (ASTM C-76, Class III)
2. Bituminous coated corrugated steel pipe (Minimum 14 gage)

Pipes not located under asphalt for subsurface drainage shall be one of the following:

1. Reinforced concrete pipe (ASTM C-76, Class III)
2. Bituminous coated corrugated steel pipe (Minimum 14 gage)
3. Plastic pipe (as approved by LA DOTD QPL List)

All pipes/culverts shall be laid in accordance with the manufacturer's recommendations and having watertight joints. Backfill for reinforced concrete pipe and bituminous coated corrugated steel pipe shall be selected soils or granular materials. Backfill for plastic pipe shall be granular material. A minimum of nine (9) inch cover shall be required over plastic pipe. Any pipes found to be damaged or out of alignment or grade shall be removed and reinstalled, or replaced at the expense of the owner.

9.405 Variances on Road Acceptance:

The St. Martin Parish Government reserves the right to grant variances and provide for the allowance of non hard-surfaced roadways. The variance may be granted under the following conditions.

- A. When an owner/grantor(s) subdivides a tract of property among family members that has been in his direct line of ascendants and/or descendants for a period of fifteen (15) consecutive years or more, and all of the following circumstances exist: 1) the dedication is necessary to provide public access to the property as subdivided; 2) the proposed road accommodates more than one (1) owner of the subdivided lot(s); 3) the road does not exceed thirteen hundred twenty (1320) feet in length; and 4) the road has been constructed as per regulation 9.402.

The St. Martin Parish Planning Commission shall sit as the reviewing body accepting evidence and shall in fact make the recommendation for such acceptance. Petitioners will have the right to address the St. Martin Parish Council in the event that he disagrees with the recommendation of the Planning Commission.

Section 9.5 Installation of Utilities and Driveways

After grading is completed and approved and before any base is applied, all the underground work such as mains, gas mains, etc., and all service connections shall be installed completely and approved throughout the length of the road and across the flat section. All driveways for houses to be built by the developer shall be cut and drained.

Section 9.6 Water Supply System

Water mains properly connected with the community water supply system or with an alternate supply approved by the parish health officer shall be constructed in such a manner as to serve adequately for both domestic use and fire protection for all lots shown on the subdivision plat. Fire hydrants shall be installed by the subdivider in accordance with the parish engineering authority.

The size of water mains, the location and types of valves and hydrants, the amount of soil cover over the pipes, and other features of the installation shall be approved by the engineering authority and shall conform to accepted standards of good practice for parish water systems.

Section 9.7 Sanitary Sewers

When the subdivision is located within the service area of a public sewerage system, sanitary sewers shall be installed in such a manner as to serve adequately

all lots with connections to the public system. Sewer connections shall comply with the regulations of the applicable state agencies and shall be constructed under the supervision of and approved by the parish health unit and engineering authority of the area. Where lots cannot be economically connected with a sewerage system, they must contain adequate area for the installation of approved individual sewage disposal facility, which must be approved in writing by the parish health officer.

Section 9.8 Sidewalks

Sidewalks shall be located not less than one (1) foot from the property line to prevent interference or encroachment by fencing walls, hedges, or other planting or structures placed on the property line at a later date. In single-family residential areas, concrete sidewalks shall be four (4) feet wide and four (4) inches thick. In multi-family or group housing developments, sidewalks shall be five (5) feet and four (4) inches thick. In commercial areas, sidewalks shall be ten (10) feet wide and four (4) inches thick.

Section 9.9 Street Name Signs

Street identification is important to smooth vehicular circulation. Appropriate street signs also add sales value to land subdivisions and enable strangers, delivery concerns, and even potential lot buyers to find their way around. Street names should appear at all intersections set at least seven (7) feet above the existing grade on two and one half (2 ½) inch metal posts with permanent type, standard design signs.

PART 10 – RECOMMENDED IMPROVEMENTS

Section 10.1 Street Trees

10.101 The planting of street trees is considered the duty of the subdivider as well as good business practice. Street trees protect against excessive heat and glare and enhance the attractiveness and value of abutting property. The Planning Commission will assist the subdivider in the location of trees and species to use under varying conditions.

It is recommended that trees be planted inside the property lines. Here they are subject to less injury, less likely to cause motor accidents and enjoy more favorable conditions for growth. If trees are to be planted within a planting strip in the right-of-way, their proposed locations and species to be used must be submitted for the Planning Commission's approval since the public inherits the care and maintenance of such trees.

PART 11 – MOBILE HOME PARKS

Section 11.1 Mobile Home Park; Public Notice

At least ten (10) days prior to the Planning Commission meeting at which any approval of the mobile home park development is sought, the developer shall erect a four (4) foot by eight (8) foot black and white sign with a minimum of four (4) inch high letters located with no obstructions within twenty-five (25) feet of the nearest public right-of-way leading to the entrance of the mobile home park. The bottom of the sign shall be at least four (4) feet from the ground. The sign shall be erected at least ten (10) days prior to the Planning Commission meeting at which the subdivision is to be considered. The sign shall be titled "A Mobile Home Park Is Proposed For This Site" and shall contain the following information:

1. Name, address and phone number of developer.
2. Name of mobile home park.
3. Number of mobile home sites.
4. Number of acres in development.

Section 11.2 Park Requirements

Whenever any mobile home park is proposed, the developer/subdivider and his licensed surveyor and/or project engineer are required to discuss the mobile home park with the Planning and Zoning Department prior to submitting the preliminary plat to the Planning Commission.

All developers of mobile home parks shall submit, to the Planning Commission for approval, the preliminary plat and final plat. The department of public works may require a drainage impact study, construction plans, as-built drawings and a traffic study. No building permits will be issued until all construction is complete and the Planning Commission has approved the final plat.

Section 11.3 Development and Improvement Standards:

11.31 Minimum Park Area

1. A minimum of two (2) acres are required for each mobile home park, with a minimum frontage of one hundred (100) feet, located on a publicly maintained street.
2. Maximum density would be eight (8) mobile home sites per acre.
3. Each individual mobile home lot area shall measure at least five thousand (5,000) square feet and shall be at least fifty (50) feet wide.

4. Mobile home stands shall not occupy an area in excess of one-third (1/3) of the respective lot area.

11.32 Street Standards

1. Access of a safe and convenient nature shall be provided for pedestrian and vehicular traffic as well as emergency and service vehicles at all times.
2. Entrance to parks shall have direct connections to a public street and shall be designed to allow free movement of traffic on such adjacent public streets
3. All park streets within a mobile home park shall have a right-of-way of at least thirty-five (35) feet.
4. Minimum wearing surface width shall be twenty (20) feet for two-way streets and twelve (12) feet for one-way streets.
5. Road wearing surface should be constructed in accordance with minimum design standards for either a hard-surfaced road or a non hard-surfaced road (utilizing applicable sections) as defined in these regulations.
6. The developer will be responsible for the installation of all street signs, stop signs, speed limit signs, etc.
7. A large notation shall be placed on the final plat stating the following:

BUYER BEWARE: THE STREETS, ROADS, SERVITUDES, EASEMENTS AND RIGHTS-OF-WAYS IN THIS MOBILE HOME PARK WILL NOT BE MAINTIANED BY THE ST. MARITN PARISH GOVERNMENT OR ANY OTHER PUBLIC BODY.

11.33 Sidewalks

1. All parks should be provided with safe convenient concrete or asphalt pedestrian access walks for intended use between individual spaces, the streets and all community facilities provided for residents of the park. (Optional)

11.34 Recreation Area

1. Not less than eight percent (8%) of the gross site area should be devoted to recreational facilities generally provided in a central location. Recreation areas may include space for community building and community use

facilities such as indoor recreation areas, swimming pools, park offices and service buildings. (Optional)

11.35 Setbacks and Open Spaces

1. Each mobile home lot shall have a minimum ten (10) foot front yard, ten (10) foot side yards, and a ten (10) foot rear yard.
2. No mobile home or structure of any kind shall be located within a triangle formed by a diagonal line connecting points on the two (2) street property lines measured thirty (30) feet along the property lines of each of the street corner intersections.
3. The accumulated occupied area of the mobile home and its accessory structures on a lot shall not exceed seventy-five percent (75%) of the respective area,
4. For the purpose of this section, covered patios, carports, or individual accessory buildings shall not be considered as permanent buildings, provided that no such patio roof, carport, or accessory building shall be located closer than three (3) feet to any lot line.
5. Driveways shall be provided on spaces for convenient access to mobile homes. The design criteria for automobile parking shall be based upon two (2) parking slots for each space. An adequate parking space surface of gravel or limestone shall be provided. (These spaces may be hard surfaced at the owner's option)
6. Any mobile home park developed under these standards should provide a solid wood fence at least six (6) feet high along all side and rear property lines of said mobile home park. The color of the fence shall be white or earth tones (gray, brown, green, etc.) and shall be the same for the entire fence. Said fence shall remain in well maintained condition at all times. (Optional)

11.36 Foundation and Tiedown Requirements

1. Every unit located within a park shall be equipped with adequate foundations and tiedowns intended to secure such units against movement, settling and overturning for the protection of life and property.
2. Slabs, strips and runners should be provided and should not be less than the length of the unit to be placed thereon. (Optional)

3. All units moving into a newly established park after the effective date of this ordinance shall comply with the requirements of this section within thirty (30) days after arrival.

Section 11.4 Sewerage Disposal Facilities

1. No mobile home park shall be developed until owners or developers secure approval from the St. Martin Parish Health Unit or Louisiana Department of Health and Hospitals of the sewerage treatment and disposal.
2. Each mobile home site shall be provided with a sanitary sewer connection and each mobile home park shall be provided with a collection and treatment system in compliance with the standards of the Louisiana Department of Health and Hospitals.
3. Where the sewage collection lines of the mobile home park are not connected to a public sewer, all proposed sewage disposal facilities shall be approved by the St. Martin Parish Health Unit or Louisiana Department of Health and Hospitals prior to construction. The sewer treatment apparatus for a mobile home park, which is not connected to a public system, must comply with the following specific requirements.
4. The sewer treatment facility or apparatus shall be a package treatment plant of such specifications required by the state. Said facility shall be enclosed with a wood fence at least six (6) feet in height and shall provide for a gate for access to be secured by lock and key for entrance only by authorized personnel for maintenance.
5. The sewer treatment facility or apparatus may be a sewer treatment pond or cell facility of such specifications required by the state. The outer perimeters of the sewer treatment pond or cell facility shall not be located nearer than one hundred (100) feet from any mobile home park lot or from any boundary property line of adjoining property owners. The sewer treatment pond or cell facility shall be enclosed with a wood fence or storm wire fence at least six (6) feet in height and shall provide for a gate for access to be secured by lock and key for entrance only by authorized personnel for maintenance.

Section 11.5 Water Systems

All mobile homes, and other facilities shall be provided at all times with an adequate supply of water, and shall be served by a water system designed, constructed, and protected in accordance with current health standards, codes and ordinances adopted and administered by the state and the parish.

Section 11.6 Electrical Systems

Every Park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances, which shall be installed and maintained in accordance with the requirements of the current edition of the National Electrical Code.

Section 11.7 Refuse Handling

The storage, collection and disposal of refuse in parks shall be conducted in a manner to create no health hazard, rodent harborage, insect breeding areas, fire hazards, or water and air pollution. The mobile home park owner and operator shall provide, as part of the rental, that household garbage or refuse shall be routinely collected and removed from the premises not less than once weekly. All refuse shall be disposed of at lawful disposal sites in a manner complying with the sanitary codes of the state.

APPENDIX

Application for Approval of Preliminary Subdivision Plat

**To: St. Martin Parish Planning Commission
Post Office Box 9
St. Martinville, Louisiana 70582**

Application is hereby made for approval of the preliminary plan for subdivision of land described below:

Name of Subdivision: _____

Number of Acres: _____

Number of Lots: _____

Location of Subdivision: _____

Subdivider/Developer: _____ Contact No.: _____

Surveying Company: _____ Contact No.: _____

Owner of Land: _____ Contact No.: _____

Copies submitted to affected utility companies: _____ Yes _____ No

Accompanying this application are ten (10) copies of the preliminary plat and three (3) sets of plans, drawings, construction documents and other supplementary material shall be filed with a transmittal letter to the Planning and Zoning Department a minimum of fourteen (14) days prior to the Planning Commission Meeting at which the preliminary plat is to be considered.

Signed: _____
Subdivider/Developer

Checklist for Preliminary Plats Parish of St. Martin

Subdivision Name: _____

Location: Section(s) _____, Township _____ South, Range _____ East

Developer/Subdivider (Name, Address & Contact Number) _____

	<u>ITEM</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1.	Subdivision Name	_____	_____	_____
2.	Description of Property	_____	_____	_____
3.	Developer/Subdivider's name address and contact numbers	_____	_____	_____
4.	Surveyor/Engineer name	_____	_____	_____
5.	Existing property lines	_____	_____	_____
6.	Limits of incorporated areas	_____	_____	_____
7.	Section and Township Lines	_____	_____	_____
8.	Street names/subdivision name	_____	_____	_____
9.	Street R/W width (existing and proposed)	_____	_____	_____
10.	Length of proposed road	_____	_____	_____
11.	Plat shall bear note stating whether streets will be private or public	_____	_____	_____
12.	Date, north point and graphic scale and vicinity map	_____	_____	_____
13.	Existing drainage ditches and canals	_____	_____	_____
14.	Adjacent property owners	_____	_____	_____

- | | | | | |
|-----|---|-------|-------|-------|
| 15. | Names of adjoining subdivisions | _____ | _____ | _____ |
| 16. | Lot numbers & dimensions | _____ | _____ | _____ |
| 17. | Servitude R/W dimensions | _____ | _____ | _____ |
| 18. | Contours | _____ | _____ | _____ |
| 19. | Plans of proposed utility servitude | _____ | _____ | _____ |
| 20. | Acreage of land to be subdivided | _____ | _____ | _____ |
| 21. | Method of sewerage disposal | _____ | _____ | _____ |
| 22. | Source of water supply | _____ | _____ | _____ |
| 23. | Conforms to general requirements
and minimum standards of design | _____ | _____ | _____ |

Approved: _____ Conditionally Approved: _____ Disapproved: _____

Subject to following modifications: _____

Reasons for disapproval: _____

Planning and Zoning Coordinator

Application for Approval of Final Subdivision Plat

Name of Subdivision _____

Location _____ Zoning District _____

Owner _____ Address _____ Tel. No. _____

Preliminary Approval granted _____ (Date)

Submitted for Final Approval _____ (Date)

CHECKLIST

- _____ Submitted within specified time from preliminary approval.
- _____ Copies
- _____ Drawn to a scale of _____ (inches) equals _____ (feet) on sheets not larger than _____ (inches) x _____ (inches).
- _____ Date, true north point, graphic scale, name and location of subdivision
- _____ Reservations, easements, or other non-residential areas
- _____ Bearings of property lines and sufficient engineering data to locate all lines including radii, angles, and tangent distances.
- _____ Dimensions to the nearest one hundredth (100th) of a foot and angles to the nearest minute.
- _____ Lot lines, alleys, building set back lines
- _____ Location and description of monuments
- _____ Names, locations of adjoining properties
- _____ Certificate of Ownership and Dedication
- _____ Certificate of Approval of Water and Sewerage Systems
- _____ Certificate of Approval of Streets and Utilities

- _____ Certificate of Approval for Recording
- _____ Proposed deed restrictions if not a zoned area
- _____
- _____ Conforms to general requirements and minimum standards of design
- _____
- _____ Required physical improvements have been made or bond posted in the amount of \$ _____
- _____
- _____ Lines and names of all streets and roads
- _____
- _____ Lot numbered in numerical order
- _____
- _____ Certificate of Accuracy

Approved for Recording _____ (Date)

Variances _____ Granted:

Disapproved _____ (Date) for the following reasons:

Signed:

Planning and Zoning Coordinator

Remarks

CERTIFICATION OF THE APPROVAL OF STREETS AND UTILITIES

I hereby certify: (1) that streets, utilities and _____ (specific and other improvements) have been installed and in acceptable manner and according to town specification, or (2) that a security bond in the amount of \$_____ has been posted with the Clerk of Court, St. Martin Parish, to assure completion of all required improvements in the case of default.

_____, 20_____.

Engineering Authority of
St. Martin Parish, Louisiana

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations for St. Martin Parish, Louisiana, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission and that it has been approved for the recording in the office of the Clerk of Court of the Parish.

_____, 20_____.

Planning Commission Official

FORMS FOR FINAL PLAT CERTIFICATION

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, walks, parks and other open space to public or private use as noted.

_____, 20____. _____
Owner

CERTIFICATE OF ACCURACY

I hereby certify that the plan shown and described herein is true and correct survey to the accuracy required by the St. Martin Parish Planning Commission and that the monuments have been placed as shown hereon, to specifications of the Engineering Authority of the Parish.

_____, 20____. _____
Registered Engineer or Surveyor

CERTIFICATION OF THE APPROVAL OF WATER & SEWERAGE SYSTEMS

I hereby certify that the private water supply and/or sewerage disposal system or systems installed, or proposed for installation, fully meet the requirements of the Louisiana State Health Department and are hereby approved as shown.

_____, 20____. _____
Parish Health Officer
or his Authorized Representative