

Application Fee: _____

MPC ACTION: _____

Paid: _____

Date: _____

BENTON-PARISH
METROPOLITAN PLANNING COMMISSION
 P.O. BOX 686
 BENTON, LA 71006
 Phone: 318-741-8825 or 318-549-4572
 Fax: 318-741-8827

MASTER PLAT APPLICATION (TOWN)

RESIDENTIAL () COMMERCIAL () PLANNED UNIT DEVELOPMENT ()

APPLICANTS' NAME _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

PHONE: _____ ALTERNATIVE PHONE _____

FAX: _____ EMAIL ADDRESS: _____

1. **COMPLETED PRE-DEVELOPMENT MEETING DATE:** _____
(Must be completed before official application submittal.)

2. **LIST PHYSICAL LOCATION AND ATTACH LEGAL DESCRIPTION OF PROPERTY**

3. **EXISTING ZONING** _____ **PROPOSED ZONING** _____

4. **ACREAGE** _____

5. **PROPOSED NUMBER OF BUILDABLE LOTS** _____

6. **PROPOSED NUMBER OF NON-BUILDABLE LOTS** _____

7. **PRESENT USE OR LAST KNOW USE OF PROPERTY** _____

8. **PROPERTY OWNERS NAME, ADDRESS, AND DAYTIME PHONE NUMBER & THE NAME & INTEREST OF EVERY PERSON OR FIRM REPRESENTED BY APPLICANT IN THIS APPLICATION (LIST MAY BE ATTACHED)** _____

THE APPLICANT AND/OR LAND OWNER DOES HEREBY STATE THAT THEY HAVE THE MEANS AND ABILITY TO DEVELOP THE PROPOSAL IN THIS APPLICATION:

▶ APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT ALL HEARINGS ◀

Applicant(s) Signature

Print Name

Date

Property Owner(s) Signature

Print Name

Date

MASTER PLAN PLAT FILING INSTRUCTIONS

All developments with multiple units or phases and planned unit developments, are required to submit a Subdivision Master Plan Plat of the overall layout for approval by the MPC. The Subdivision Master Plan shall be submitted, processed, advertised, and heard either prior to submission of the Preliminary Plat or concurrently with the Preliminary Plat for all or a portion of the land shown within the Subdivision Master Plan Plat.

1. The Subdivision Master Plan Plat showing the proposed development shall be labeled "Subdivision Master Plan Plat" and shall include the following information.
2. Name of the development.
3. Date of preparation, north arrow, and graphic and written scales.
4. Name and address of owner and subdivider, surveyor, and engineer of the preliminary layout.
5. Legal description of the property.
6. A development phasing schedule, including the sequence for each phase; approximate size in area of each phase; and proposed phasing of construction of public improvements, recreation, and common open space areas.
7. Where the preliminary layout covers only a part of the subdivider's entire holding, a sketch of the prospective street system of the unsubmitted part shall be furnished, and the street system of the submitted part will be considered in the light of adjustments and connections with the street system of the part not submitted.
8. A site inventory and analysis to identify site assets or resources, and constraints, including but not limited to floodplains, wetlands and soils classified as "poorly drained" or "very poorly drained," soils with bedrock at or within 42 inches of the surface, utility easements for high-tension electrical transmission lines (>69KV), slopes greater than 15 percent, and brownfields.
9. Names of adjacent subdivisions and the names of owners or record of adjacent unsubmitted tracts.
10. Location of Section and Corporate Limits lines within or adjacent to the tract, airport approach zones, hazard areas, and height restrictions, burial grounds, and railroad rights-of-way.

11. Location of existing permanent buildings or structures within or adjacent to the tract.
12. Proposed covenants on the development.
13. Existing topography with maximum contour interval of 2 feet. If existing ground is on a slope of less than 5 percent, then either 1-foot contours or spot elevation shall be provided, either shown on the plat or on a separate document.
14. General location of proposed streets and utilities infrastructure and surfacing materials.
15. General location and purpose of easements.
16. General location and graphic representation of pedestrian facilities, cross-walkways, street sidewalks, pedestrian paths and surfacing materials for facilities.
17. Description and graphic representation of amenities to be provided at time of development of each unit.
18. General location of flood plains and any waterways.
19. Conceptual storm water management plan identifying the patterns of major stormwater runoff and detention/retention structures.
20. Conceptual utilities plan showing underground and above ground lines and structures for sanitary sewers, electricity, gas, telecommunications, etc.
21. Zoning and proposed uses.
22. A chart in tabular form that sets forth the following data, when such data are applicable to a given development plan:
 - a. Total number of dwelling units and total number of lots for each subdivision unit.
 - b. Acreage of each unit.
 - c. Total area of open space as defined in Article I.
 - d. Total area of improvements to be dedicated to the Town.
23. Any other information deemed necessary by the MPC or the Town in order to evaluate plans.