



MARK R. JOHNSON
Mayor

CITY OF COVINGTON

PLANNING AND ZONING OFFICE

317 North Jefferson Avenue

Post Office Box 778

Covington, Louisiana 70434

phone 985.867.1214

fax 985.273.3014

email P&Z@covla.com

website www.covla.com

APPLICATION FOR PERFORMANCE STANDARDS REVIEW

Property Owner(s) Date _____

Petitioner(s) Date _____

Name _____

Name _____

Mailing Address _____

Mailing Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone _____

Phone _____

Owner's Signature *(I hereby certify that this petitioner has permission to apply for a resubdivision.)*

Petitioner's Signature *(I hereby certify all information submitted to the City of Covington is TRUE AND CORRECT. Failure to submit correct information may result in denial of petition.)*

Requested Site Plan Review of Lots _____

Location of Property (General Description) _____

Zoning Classification _____

Height of Proposed Building(s) _____

Proposed Use _____

Hours of Operation _____

Previous Use of Site _____

Number of Employees _____

Square Feet of Building _____

Number of Proposed Signs _____

Lot Sizes _____

Acreage of Site _____

APPLICANT MUST SUBMIT A COPY OF THE FOLLOWING:

- One (1) Vicinity Map indicating location of property
- One (1) electronic copy and hard copy of the typed legal description and cash sale
- One (1) notarize copy of the Property Ownership Certification Form
- One (1) copy of the survey signed and sealed.
- Fifteen (15) copies of the Site Plan (The plans must show: proposed placement of structures on the property, square feet of proposed building, provisions for ingress and egress, off-street parking and off-street loading access, refuse and service areas, required yards, screening, buffering and landscaping and proposed signs and lighting, including type, dimensions and character).
- A pre-application with the City Planner is advised.

APPLICANT SHOULD RECEIVE THE FOLLOWING:

- Copy of the applicable Zoning District Regulations
- Copy of Part 4, Off-Street Parking and Loading Regulations (if applicable)
- Copy of Part 4.4, Minimum Landscape Requirements for all multi-family, commercial, religious, educational, industrial and institutional uses (if applicable)
- Property Ownership Certification Form

Applicant shall conform to Minimum Standards for the Proposed Use.

1. Due to advertising and public hearing deadlines a three to eight week period may be required for processing.
2. The Petitioner or Representative must be present at the Planning & Zoning Commission Meeting.
3. Forty-eight (48) hours written notice must be given by the Petitioner in order to request tabling of a case.
4. All applications and required fees must be submitted and paid by 4:00 pm of the deadline date.
5. All applications must comply with the City of Covington regulations for advertising in the Official Journal.
6. Ten (10) days before the Planning & Zoning Commission public hearing, the property will be posted on or near the site with a Public Hearing Notice sign indicating time and date of Public Hearing.

My signature certifies that I have received the checked items:

Applicant's Signature _____ **Date:** ____ / ____ / ____

Application Filing Fee	\$ 300.00
Advertising Fee	\$ 200.00
TOTAL FEES	\$ 500.00

PAID **DATE:** ____ / ____ / ____