



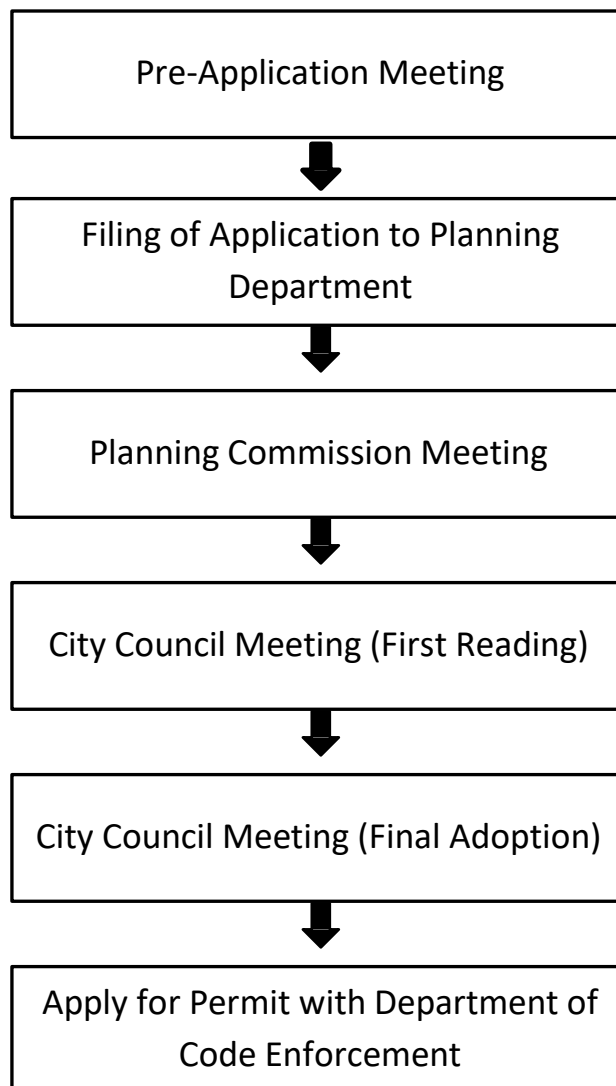
CITY OF KENNER

DEPARTMENT OF PLANNING
1801 WILLIAMS BOULEVARD
BUILDING "B", 1ST FLOOR
KENNER, LOUISIANA 70062
PHONE (504) 468-7280

HAZARDOUS AND/OR OBNOXIOUS USE APPLICATION

PRE-APPLICATION MEETING

It is recommended that you meet with one of the Department's planners prior to filing to discuss zoning and related matters associated with your application and the process involved. Approval of a Hazardous and/or Obnoxious Use requires final action by the City Council. Please note that any information provided at this stage is "technical" and for your use in considering the requirements and viability for your application.



FILING OF APPLICATION

NOTE: Once a completed application with all supporting documentation is received, the Planning Department will have up to a maximum of sixty (60) days to conduct a review of the application materials and, if necessary, request any additional materials. Once this review is complete, the Planning Department will advertise the application in the Official Journal for the next available listed meeting date.

The application shall include the following eight (8) items:

1. Cover letter – to include:
 - a. Contact information including telephone number.
 - b. Address of the site, subdivision name, square number, and lot number.
 - c. A detailed description of the hazardous use, a list of the hazardous materials to be used or located on the site, and a description of the potential hazards.
2. Survey
 - a. One full-size (24" x 36") and one 11" x 17" survey performed and stamped by a licensed surveyor or engineer.
 - b. Must be no more than five (5) years old and reflect existing site conditions.
3. Proposed Ordinance
 - a. The ordinance must be typed, single space on legal size paper (8½" x 14").
 - b. A sample ordinance is attached to serve as a guide.
 - c. The ordinance must be provided electronically, either via email or on a compact disk (CD).
4. Site Plan
 - a. One full-size (24" x 36") and one 11" x 17" Site Plan performed and stamped by a licensed engineer or architect.
 - b. The Site Plan shall include all relevant site information, including but not limited to lot size and description, north arrow, sign location and setbacks, and the location of other site features including buildings, signs, off-street parking.
5. Sign Plan
 - a. One full-size (24" x 36") and one 11" x 17" Sign Plan performed and stamped by a licensed engineer or architect.
 - b. The Sign Plan shall include the size and dimensions of the sign and architectural features, including but not limited to texture, color, material, lettering, and anchoring.
6. Elevation Plan
 - a. One full-size (24" x 36") and one 11" x 17" Elevation Plan providing an illustration of the proposed structure.
7. Landscape Plan
 - a. One full-size (24" x 36") and one 11" x 17" Landscape Plan Stamped by a licensed Landscape Architect or Landscape Contractor, in accordance with Chapter 24 of Title 13 of the Louisiana Horticulture Law.
8. Statement of Ownership (form attached)

IMPORTANT INFORMATION

All property owners within a two hundred fifty foot (250') radius of the property will be notified by certified mail as to the date, time, and place of the Planning Commission's Meeting, as well as the subject matter.

*Please note that any changes made that alter the site plan and/or sign plan after obtaining City Council approval will require you to re-submit plans to the Planning Department for review. This action will require a recordation fee of \$30.00 for the first page and \$10.00 for each additional page.

FEES

1. Processing Fee

Payment of an application fee of \$100.00 is required at the time of filing. This can be paid in cash or by check made payable to the City of Kenner. Fees are nonrefundable.

2. Notification Fees

The Planning Department will handle the notification; however, the applicant is responsible for the cost. Notification includes:

- a. Certified Mailings
- b. Publication in the Official Journal

All fees must be paid before any cases are docketed.

PUBLIC HEARING PROCESS

1. Planning Commission Meeting

Meetings are held on the fourth Wednesday of each month in the Council Chambers of Kenner City Hall, 1801 Williams Boulevard, Kenner, Louisiana at six o'clock in the evening (6:00 p.m.). The Planning Commission is an advisory board to the City Council whose responsibility is to provide a recommendation to the City Council of approval, approval subject to modification, or denial. Notice of the meeting shall be published in the Official Journal, the Times Picayune once a week for three (3) consecutive weeks prior to the Planning Commission meeting.

2. City Council Meeting

After receiving a final recommendation from the Planning Commission, the case will be forwarded to the City Council for First Reading. The case will then be placed on the agenda at the next available City Council meeting, which follows first reading, where the case will be up for final adoption. If adopted, it will not go into effect until seventeen (17) days after date of adoption.

(Items left blank will be completed by the City of Kenner.
Items in parenthesis are to be completed by applicant).

On motion of Councilmember _____, seconded by
Councilmember _____, the following ordinance was introduced:

SUMMARY NO. _____ ORDINANCE NO. _____

AN ORDINANCE APPROVING A HAZARDOUS AND/OR OBNOXIOUS USE FOR
(APPLICANT'S NAME) ON LOT (LOT NUMBER), IN SQUARE (SQUARE NUMBER),
SUBDIVISION (SUBDIVISION NAME), KENNER, JEFFERSON PARISH, LOUISIANA,
IN ACCORDANCE WITH A PLAN AND OR SURVEY BY (SURVEYOR'S NAME)
DATED (DATE SHOWN ON SURVEY).

WHEREAS, the property in question is zoned H-I, Heavy Industrial; and,

WHEREAS, the applicant agrees upon approval of this ordinance to conform to the
requirements of the City of Kenner, National Fire Protection Association Code
standards, Life Safety Code, State Department of Environmental Quality, and all other
City, Parish, State and Federal Codes.

THE COUNCIL OF THE CITY OF KENNER HEREBY ORDAINS:

SECTION ONE: That the (applicant's name) be, and is hereby permitted to store and
distribute (list items here) on Lot (lot number), Square (square number), in (Subdivision
name) Subdivision, Kenner, Jefferson Parish, Louisiana.

SECTION TWO: That said facility shall be operated in accordance with all of the safety
codes of the City of Kenner, Parish of Jefferson, State of Louisiana.

SECTION THREE: That an inventory list of all hazardous materials on the site shall be
submitted to the Department of Wastewater Operations on an annual basis for the
duration of the use.

SECTION THREE: That the applicant has six (6) months from the date of Council
approval to obtain any permit, license or certificate that is required to effect the action
enacted by this ordinance.

SECTION FOUR: That the Council President be and is hereby authorized and
empowered to sign any plans or documents which may be necessary to carry into effect
the foregoing.

This ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:
NAYS:
ABSENT:
ABSTAINED:

This ordinance was declared adopted on this, the _____ day of _____, ____.

CLERK OF THE COUNCIL

PRESIDENT OF THE COUNCIL

MAYOR



City of Kenner Department of Planning

STATEMENT OF OWNERSHIP

Application Type PLEASE CHECK ONE

- AlleyClosing
- Amusement
- C-2 UseinIndustrial
- Community/Gro Home up
- ConditionalUse
- DayCare
- GeneralAdvertising Sign
- Hazardous/Obnoxious Use
- MobileHome
- ModularHome
- Nonconformi ng ResidentialStructure
- Resubdivision
- RevocationofServitude
- SimpleResubdivision UseonaProperty
- ZonedAH-I

Owner Information PLEASE CHECK OFF THE POINT OF CONTACT

Name _____ DaytimePhone _____
 MailingAddress _____
 EmailAddress _____

Name _____ DaytimePhone _____
 MailingAddress _____
 EmailAddress _____

Name _____ DaytimePhone _____
 MailingAddress _____
 EmailAddress _____

(USE ADDITIONAL FORMS IF NECESSARY)

Applicant Information (IF DIFFERENT FROM OWNER)

Name _____ DaytimePhone _____
 MailingAddress _____
 EmailAddress _____

Property Information

LegalDescription:
 Subdivision _____ Square _____ LotNumber(s) _____
 Address(ifknown) _____

I hereby certify that all of the information above is true and correct.

Signature of Owner

Date

Signature Block to be included on Survey and Plans

Please include the Signature Block as 'signature size' on all 11" x 17" size plans only.

CITY OF KENNER PLANNING COMMISSION

RECOMMENDATION: APPROVAL: ___ DENIAL: ___

DATE CHAIRMAN

CITY OF KENNER COUNCIL

APPROVED:

DATE PRESIDENT

ORDINANCE NO. _____