



CITY OF KENNER

DEPARTMENT OF PLANNING
1801 WILLIAMS BOULEVARD
KENNER, LOUISIANA 70062
PHONE (504) 468-7280

SIMPLE RESUBDIVISION APPLICATION

The application shall include the following three (3) items:

1. Cover letter – to include:
 - a. A brief description of and reason for the proposed resubdivision.
 - b. Address and legal description of the site.
 - c. Contact information including telephone number.
2. Survey
 - a. One original 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. Statement of Ownership (form attached)

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. Research Fee (\$20.00 per lot)

The Planning Department will inform you of the total after the Department of Finance has determined that all taxes or liens have been satisfied.

3. Recordation Fee

All approved plans must be recorded with the Jefferson Parish Clerk of Court's office. The applicant is responsible for recording fees which are assessed at \$25.00 for the first page and \$10.00 for each additional page.

All fees must be paid before any surveys are legally recorded.



City of Kenner Department of Planning

STATEMENT OF OWNERSHIP

Application Type *PLEASE CHECK ONE*

- | | | | |
|------------------------------------------------|---------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> Alley Closing | <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Mobile Home | <input type="checkbox"/> Revocation of Servitude |
| <input type="checkbox"/> Amusement Center | <input type="checkbox"/> Day Care | <input type="checkbox"/> Modular Home | <input type="checkbox"/> Simple Resubdivision |
| <input type="checkbox"/> C-2 Use in Industrial | <input type="checkbox"/> General Advertising Sign | <input type="checkbox"/> Nonconforming Residential Structure | <input type="checkbox"/> Use on a Property Zoned AH-I |
| <input type="checkbox"/> Community/Group Home | <input type="checkbox"/> Hazardous/Obnoxious Use | <input type="checkbox"/> Resubdivision | |

Owner Information *PLEASE CHECK OFF THE POINT OF CONTACT*

Name _____ Daytime Phone _____
Mailing Address _____
Email Address _____

Name _____ Daytime Phone _____
Mailing Address _____
Email Address _____

Name _____ Daytime Phone _____
Mailing Address _____
Email Address _____

(USE ADDITIONAL FORMS IF NECESSARY)

Applicant Information *(IF DIFFERENT FROM OWNER)*

Name _____ Daytime Phone _____
Mailing Address _____
Email Address _____

Property Information

Legal Description:
Subdivision _____ Square _____ Lot Number(s) _____
Address (if known) _____

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

Signature of Owner

Date