



**CITY OF KENNER**

**DEPARTMENT OF PLANNING**

**421 Williams Boulevard**

**2nd Floor**

**Kenner, Louisiana 70062**

**Phone (504) 468-7280**

**MINOR SITE PLAN CHANGE APPLICATION**

**NEW SITE PLAN MUST BE SUBMITTED WITH APPLICATION**

*Recordation fees apply to all approved Minor Site Plan Changes. This action will require a recordation fee of \$105.00 for 1 to 5 pages, \$205.00 for 6 to 25 pages, and \$305.00 for 26 to 50 pages. Fees are due upon approval. Make check payable to “Jefferson Parish Clerk of Court”.*

**FEES**

*1. Processing Fee*

*Payment of an application fees are required at the time of filing. This can be paid by check or money order made payable to the City of Kenner. Fees are nonrefundable. The fees are as follows:*

*Application Fee..... \$100.00*



# MC - \_\_\_\_ - \_\_\_\_

Department of Planning and Zoning

APPLICATION  
FOR  
MINOR SITE PLAN CHANGE

DATE SUBMITTED: \_\_\_\_\_

**Applicant Information**

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

**Property Information**

Owner \_\_\_\_\_

Subdivision, Square and Lot Number(s) \_\_\_\_\_

Address \_\_\_\_\_

**Case Information**

Case Number \_\_\_\_\_ Ordinance Number \_\_\_\_\_

Specific Site Plan(s) Requiring Revision (Title and Date) \_\_\_\_\_

**Detailed Description of Change(s) Requested**

FROM:

TO:

REASON FOR MINOR CHANGE:

**As detailed by the following** *(attach plans)*:

\_\_\_\_\_ plan; sheet/drawing number: \_\_\_\_\_;  
*(type of plan)*

Performed by: \_\_\_\_\_ Dated: \_\_\_\_\_;

\_\_\_\_\_ plan; sheet/drawing number: \_\_\_\_\_;  
*(type of plan)*

Performed by: \_\_\_\_\_ Dated: \_\_\_\_\_;

\_\_\_\_\_ plan; sheet/drawing number: \_\_\_\_\_;  
*(type of plan)*

Performed by: \_\_\_\_\_ Dated: \_\_\_\_\_;

Additional Attachments: \_\_\_\_\_

*The changes detailed above have been reviewed by planning staff and determined to be in compliance with the requirements for a minor site plan change. The change, as detailed, is therefore accepted and approved.*

\_\_\_\_\_  
Director of Planning and Zoning