

SUBDIVISION ORDINANCE

FOR THE

VERMILION PARISH POLICE JURY

VERMILION PARISH, LOUISIANA

MAY 15, 2017



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ADOPTED MARCH 10, 1980

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| Amendment No. 1 | — | September 2, 1980 |
| Amendment No. 2 | — | December 1, 1980 |
| Amendment No. 3 | — | May 17, 1982 |
| Amendment No. 4 | — | March 5, 1984 |
| Amendment No. 5 | — | September 15, 1997 |
| Amendment No. 6 | — | July 19, 1999 |
| Amendment No. 7 | — | October 7, 1999 |
| Amendment No. 8 | — | August 20, 2001 |
| Amendment No. 9 | — | January 22, 2004 |
| Amendment No. 10 | — | May 7, 2007 |
| Amendment No. 11 | — | April 7, 2008 |
| Amendment No. 12 | — | May 4, 2009 |
| Amendment No. 13 | — | May 7, 2012 |
| Amendment No. 14 | — | August 19, 2013 |
| Amendment No. 15 | — | June 5, 2016 |
| Amendment No. 16 | — | July 18, 2016 |
| Amendment No. 17 | — | May 15, 2017 |

MAY 15, 2017

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Amendments

All Amendments have been incorporated into the following regulations and provisions of this ordinance.

Adopted March 10, 1980

- Amendment No. 1 — September 2, 1980
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VERMILION PARISH POLICE JURY

“SUBDIVISION ORDINANCE”

Revised May 15, 2017

An ordinance, regulating the subdivision or re-subdivision of lands within Vermilion Parish into lots or plots for building or dwelling sites; providing for submission and approval of maps or plats for such subdivision or re-subdivision; providing for certain minimum improvements; providing for the enforcement of the regulations herein set forth; providing penalties for violation of this ordinance.

Be it ordained by the Police Jury of the Parish of Vermilion in legal and regular session convened. The following regulations for the subdivision or the re-subdivision of lands into lots or plots for building or dwelling sites; the provisions for the submission and approval of maps or plats for such subdivision or re-subdivision; the provisions for minimum improvements; the provisions for the enforcement of regulations and provisions of this ordinance; the provisions for penalties for the violating of any of the regulations or provisions of this ordinance, be and the same are hereby adopted.

1. DEFINITIONS

For the purpose of this ordinance, certain terms and words used herein are defined as follows:

- A. “Subdivision” means the division of a lot, tract, or parcel of land into two (2) or more lots, plots, parcels, or building sites for the purpose of sale or of building development, either immediate or future. It also includes the re-subdivision or rearrangement of one (1) or more lots, plots, parcels, or building sites. It shall also include the development of manufactured home (trailer) or manufactured home parks or subdivisions consisting of two (2) or more lots, plots, or parcels for the purpose of sale and for manufactured home (trailer) or manufactured home parks consisting of six (6) or more lots, plots, or parcels for the purpose of renting or leasing.
- B. “Street, Avenue, Road, and Highway” or any other similar designation all mean the same for the general purpose of this ordinance.
- C. “Alley, Service Way” or any other similar designation all mean the same for the general purpose of this ordinance.
- D. “Police Jury” means the governing body of the Parish of Vermilion.
- E. “Engineer” means a qualified, professional engineer licensed in the State of Louisiana.
- F. “Surveyor” means a qualified, professional surveyor licensed in the State of Louisiana.

- G. “Owner” means any person, firm, or corporation owning lands proposed for subdivision into lots or plots for building or dwelling sites.
- H. “Base Flood” means the flood having a 1-percent chance of being equaled or exceeded in any given year.
- I. “Drainage Easement” means a right-of-way for any sub-surface or open ditch drainage outside of the public road right-of-way.
- J. “Utility Easement” means a right-of-way for any and all types of utilities.
- K. “Storm Water Management Facility” means a physical facility located within the subdivision boundary used to collect, store, and convey storm water run-off of a development. These facilities include, but are not limited to, detention and retention ponds, storm water drainage systems (open ditch or sub-surface systems), open channels, and special structures such as inlet and discharge control structures, conveyance structures, and channel slope erosion protection for outfall structures. Storm water detention facilities such as ponds, parking lots, depressed grassy areas, and underground storage systems are used for the temporary storage of storm water run-off and future release, delay, and control of storm water run-off. Storm water retention facilities are used for on-site storage of storm water to eliminate subsequent discharge of storm water run-off from a development. Wet ponds are the most common type of retention storage facility, although, wet ponds may also be designed to function as a retention/detention storage facility.
- L. “Traffic” means the flow of vehicular traffic over the public roads.
- M. “LA-DOTD Standard Specification” means the latest edition at the time of a subdivision review.
- N. “Development” means any man-made change to improved and unimproved real estate, including but not limited to buildings or others structures, mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment or materials.
- O. “Manufactured Home (Trailer) Park or Subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale and providing the preparation of sites including the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).
- P. “Manufactured Home” means a structure transportable in one or more sections, which is built on a permanent structure and is designed for use with or without a permanent foundation when connected to the required utilities. The term “trailer” and “manufactured home” shall mean the same for the general purpose of this ordinance. The term “manufactured home” does not include a “recreational vehicle”.

- Q. “Elevation” shall be referenced to the North American Vertical Datum (NAVD) of 1988 to which base flood elevations shown on a community’s Flood Insurance Rate Map are referenced.
- R. “Recreational Vehicle” means a vehicle which is (i) built on a single chassis; (ii) 400-square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
- S. “Variance” means a grant of relief by action of the Vermilion Parish Police Jury from any provisions of this ordinance.

2. EXCEPTIONS

The regulations in this ordinance shall not apply to:

- A. A subdivision legally established and recorded prior to the adoption of these regulations.
- B. The subdivision of land to be used for orchards, forestry, or raising of crops, provided the owner certifies upon the plat that such land is intended only for orchards, forestry, or raising of crops.
- C. Small parcels of land sold to or exchanged between adjoining property owners, where such sale or exchange does not create additional lots provided that the Police Jury certifies upon the plat that such sale or exchange does not create additional building sites.
- D. Small parcels of land subdivided amongst heirs, provided that no additional roadways or improvements are made to twelve (12) or more of the lots, plots, parcels, or building sites.
- E. Any proposed subdivision given preliminary plat approval prior to adoption of the ordinance shall be governed by the Vermilion Parish Subdivision Ordinance that was in existence prior to the adoption of this ordinance.

3. PRELIMINARY PLAT

In seeking to sub-divide land into lots or building sites, or to dedicate streets, alleys, or land for other public use, the owner shall submit two (2) copies of a preliminary plat prepared by a Professional Land Surveyor licensed in the State of Louisiana. The preliminary plat and required data shall be filed with a transmittal letter in the Police Jury office a minimum of 14-days prior to the Vermilion Parish Road Committee meeting at which the preliminary plat is to be considered.

A. The Preliminary Plat Shall Be Drawn To Scale, And Shall Show:

1. The location of all existing property lines, north arrow, scale, streets, alleys, buildings, irrigation canals, sewer mains, water mains, drainage ditches, gas mains, telephone lines, cable TV lines, electrical lines, culverts and other underground structures, easements, and other existing features within the area to be subdivided and all tie-ins in the adjoining or abutting streets or alleys.
2. The names of all adjoining property owners.
3. The proposed location and width of all streets, alleys, lots, and drainage.
4. The title under which the proposed subdivision is to be recorded, the name and address of the owner, and the name and address of the surveyor.
5. The Police Jury may require a contour map or certain elevation data which shall be based upon the official datum (U.S. Coast and Geodetic Survey), if necessary.
6. Designation of public agencies, private individuals, or corporations responsible for perpetual maintenance of utilities and other improvements to be installed in the subdivision.
7. Base flood elevation data including FIRM Panel Number, Effective Date of FIRM, Zone designation(s), and Special Flood Hazard Area (SFHA) Base Flood Elevation(s), if determined. If the SFHA Base Flood Elevation is not determined in the area of development, a BFE must be requested from the Army Corps of Engineers through the Vermilion Parish Floodplain Administrator. The response letter from the Floodplain Administrator and/or the Corps of Engineers shall accompany the plat. If the development lies in two or more zones, the approximate location of the floodplain boundary lines shall be indicated.
8. The proposed location and width of the sidewalks, when proposed to be constructed by either the Developer or by the Individual Property Owners at the time of construction of the residence. Refer to *Section 7 – General Standards, Article B, Item 11* for details on sidewalk location, construction standards, and perpetual maintenance requirements.

B. The Preliminary Plat Shall Also be Accompanied with the Following Information and / or Data:

1. The type of sanitary sewer system to be installed in the proposed subdivision.
2. The type of water system to be installed in the proposed subdivision, if applicable.
3. The type of storm water drainage system to be installed in the proposed subdivision.
4. The type of street improvements to be installed in the proposed subdivision.
5. The type(s) of other utilities and improvements to be installed in the proposed subdivision.
6. To provide documentation (ticket number) from the Louisiana One-Call notification service (811) indicating whether there are any utility or pipeline facilities located on or adjacent to the developed property, and if such facilities exist, that a “Letter of No Objection” be submitted from each utility or pipeline company impacted by the Developer.

At the time of submitting the aforesaid preliminary plat and other information required, there shall also be submitted evidence that the methods of water supply and sewage disposal for the proposed subdivision are acceptable to the Vermilion Parish Board of Health and/or the Department of Health and Hospitals.

If any portion of the proposed subdivision is located within the jurisdiction of any political subdivision of the Parish, such as water works districts, sewerage districts, drainage districts, or municipalities, copies of the preliminary plat shall also be filed with the appropriate agents of these political subdivisions.

If all or any portion of the proposed subdivision is located within the Coastal Zone Boundary of Vermilion Parish, as defined by Act 361, LA. R.S. §49:214.21, as amended 1979 and 1980, and any amendments thereof at the time of submitting the aforesaid preliminary plat and other information required, there shall also be submitted evidence that a Coastal Use Permit has been issued by the Coastal Management Division of the Louisiana Department of Natural Resources.

All subdivision proposals shall be consistent with all of the latest provisions of the Vermilion Parish Flood Damage Prevention Ordinance, adopted by the Vermilion Parish Police Jury. In accordance with said Flood Damage Prevention Ordinance, the Floodplain Administrator shall review and approve or deny all applications for development permits in the Parish.

The Developer shall provide a copy of the preliminary plat to the Vermilion Parish Floodplain Administrator and request a review of the development for compliance with the provisions of said ordinance. Such approval shall be given in writing by the Parish Floodplain Administrator prior to the Police Jury's final approval of the subdivision. (Refer to *Section 8, Article H* for additional information).

At the time of filing the preliminary plat, the Police Jury shall make an examination therefore and certify the preliminary plat as conforming to good design and practice to established codes and regulations; or lacking such certification, they shall recommend any changes required to bring them into compliance with the aforesaid practices, standards, codes, and regulations.

The Police Jury shall either approve, or conditionally approve, or shall disapprove such preliminary plat within forty-five (45) days after its submission. If the preliminary plat is conditionally approved, the conditions of approval shall contain the following requirements:

- a. That any changes the Police Jury deems necessary be made in order that subdivision conform to these regulations.
- b. That any additional documents, information and/or data be submitted complying with the provisions herein set forth.

After approval (or conditional approval) of the preliminary plat by the Police Jury, the Owner shall submit completed plans and specifications (*Section 5, Plans and Specifications and Construction Improvements*) for the entire development of the area given preliminary approval. If the Owner fails to submit plans and specifications within 6-months of preliminary plat approval, the Police Jury reserves the right to cancel its preliminary plat approval. Subsequent to the Police Jury approval of plans and specifications, preliminary plat approval shall automatically be extended for a period of 12-months.

For subdivisions or manufactured home parks with five (5) or less lots which provide for the partition of land for the purpose of sale where no improvements to the property are required due to the property being adjacent to an existing public road or an existing private road and utility facilities are accessible to serve the lots, plots or parcels, only a final plat review and a Drainage Impact Analysis Report will be required.

4. DRAINAGE IMPACT ANALYSES REQUIREMENTS AND REPORT

A. Drainage Impact Analysis

For all proposed development, a Drainage Impact Analyses shall be required pursuant to the following requirements.

1. A comprehensive drainage impact analysis, of any proposed development, surrounding affected areas shall be submitted to the Police Jury after the preliminary plat has been approved.

The development construction plans and/or the final plat shall not be approved until a favorable written certification of the Drainage Impact Analysis has been made by the Police Jury.

2. A Developer may submit in writing a request to waive the drainage impact analysis to the Police Jury.

In the event the Police Jury grants the request (only favorable evaluation of the conditions), the Police Jury shall issue a written approval of said request.

3. No construction of any development components, which are the subject of any preliminary or final plat approval by the Police Jury, shall be commenced until a favorable written approval of the drainage impact analysis has been made by the Police Jury.

Violation of this provision can result in a cease and desist order being issued with respect to such development.

B. Specifications for Drainage Impact Analysis and Development Regulations

Every required Drainage Impact Analysis Report shall comply with the following specifications.

1. An area drainage map shall be submitted which identifies:
 - a. The various drainage areas involved/affected.
 - b. The acreage in each drainage area.
 - c. The slope of each drainage area to the entry point and/or exit point of the development.

2. The Drainage Impact Analysis Report shall indicate:
 - a. The cubic feet per second (cfs) of storm-water resulting at each development entry point from a designated storm. This determination shall be based on the existing land use of the upstream drainage areas.
 - b. The cubic feet per second (cfs) of storm-water at each development exit point resulting from a design storm. This determination shall be based on the existing land use of the upstream drainage areas whether inside or outside the development. This calculation shall take into account expected construction within the development that will change the grades, direction of flow, run-off factors, or other existing conditions.
 - c. The maximum capacity, expressed in cubic feet per second (cfs), of existing and proposed drainage structures within the development based on the design storm event.
 - d. The capacity of all ditches, culverts, sub-surface, and surface drainage structures that will be utilized by new or relocated outfall points downstream of the development in allowing passage of storm water to the first outfall, coulee, canal, or river. In no case shall a Developer be required to evaluate the capacity of the first outfall, coulee, canal, or river in excess of 1,000-feet downstream of the development.
3. The Drainage Impact Analysis Report shall consist of two (2) distinct and designated parts as follows:
 - a. Summary

The effect of the proposed construction on upstream and downstream areas.
 - b. Design Criteria

Description of methodology, data, and assumptions used.
4. The subdivision Drainage Impact Analysis and the Development Drainage Design shall be based on a 5-year storm event (minimum) for residential developments and a 10-year storm event (minimum) for commercial developments.
5. Sub-surface drainage of drainage out-falls serving more than a single development shall be based on a 10-year storm event.
6. Open channel drainage serving more than a single development shall be based on a 10-year storm event with 1-foot of freeboard existing in the channel above the 10-year water surface elevation.

7. If the Drainage Impact Analysis and/or Development Drainage Design is based on rainfall intensity, the rainfall intensity data contained in the most recent edition of the Louisiana Department of Transportation and Development's Hydraulics Manual shall be used.
8. Ponding, retention, or detention of storm-water shall be evaluated in the Drainage Impact Analysis, in accordance with *Section 8 - Required Improvements, Articles E and F*.
9. All open ditch and sub-surface drainage systems shall be designed in accordance with the most recent edition of the Louisiana Department of Transportation and Development's Hydraulics Manual, unless otherwise approved by the Police Jury.
10. The development drainage plans shall give the location, description, and elevation of all permanent benchmarks used for the drainage study and to be used for the development construction.
11. Plan sheets and area drainage maps shall be submitted for review and shall be approved by the Police Jury before any development improvement work begins.
12. Sub-surface or open ditch drainage systems shall be designed for a 5-year storm event (minimum). Outfall structures and outfall channels shall be designed for a 10-year storm event (minimum). Collector street crossings shall be designed for a 10-year storm event (minimum). Arterial street crossings shall be designed for a 25-year storm event (minimum) unless otherwise approved by the Police Jury.
13. Only drainage pipe constructed of materials listed below and/or approved by the Police Jury may be used in storm sewer construction in the public rights-of-way or servitudes.
 - a. High Performance Polypropylene Pipe (PP) meeting the requirements of ASTM 2736 (12-inches through 30-inches) including integral bell and spigot gaskets (Type 3 joints) meeting ASTM F477, provided there is a minimum of 1-foot of cover over the pipe to be installed and properly backfilled strictly in accordance with ASTM D2321 and the manufacturer's recommendations. Polypropylene pipe will not be allowed for cross drain installations. Polypropylene pipe over 30-inches in diameter is not allowed.
 - b. Reinforced Concrete Pipe (RCP) or Reinforced Concrete Pipe Arch (RCPA) with Ram-Nek joint material or o-rings meeting minimum cover and installation requirements of the DOTD Standard Specifications for Roads and Bridges, latest edition.

5. PLANS AND SPECIFICATIONS AND CONSTRUCTION IMPROVEMENTS

A. Plans and Specifications

The plans and specifications must be prepared by a professional licensed engineer and shall be submitted with a transmittal letter in the Police Jury office a minimum of 21-days prior to the Vermilion Parish Road Committee meeting, at which the plans and specifications are to be considered. The plans and specifications must be approved by the Police Jury prior to beginning construction and must show the following:

1. Contours with intervals of 2-feet or less referred to NAVD 88 datum, as determined by the U.S. Coast and Geodetic Survey, or elevations within a 100-foot square grid.
2. The grades of proposed drainage, streets, and the width and type of pavements; the grades, location, size, and type of sanitary sewers or other sewerage disposal facilities; gas mains, water supply, water mains and hydrants, and treatment facilities; electrical distribution system and street lighting; cable TV system; other utilities; storm water drainage facilities; and other proposed improvements such as sidewalks, plantings, school and park sites; storm-water detention or retention ponds, and any grading of individual lots. The plans shall be clearly marked where utilities, storm drains, and other improvements cross each other and an elevation shall be shown at the crossing for each improvement in order to avoid conflicts with each other. Plans prepared by the various utility companies would be acceptable.
3. There shall also be submitted with the plans and specifications, copies of the approval of the plans and specifications for the water supply and sewerage facilities in the proposed subdivision by the Vermilion Parish Board of Health and/or the Department of Health and Hospitals. Where the subdivision is located within the obvious development area of a municipality or water district, the subdivision shall comply with minimum subdivision requirements of that municipality or water district.

After plans and specifications have been approved by the Police Jury, the Owner/Sub-divider may construct the required improvements. The Owner is responsible and shall take every reasonable measure to assure that all construction complies with the approved plans and specifications for the subdivision.

The Police Jury shall either approve, or conditionally approve, or shall disapprove such plans and specifications within 45-days after its submission. If the plans and specifications are conditionally approved, the conditions of approval shall contain the following requirements:

- a. That any changes the Police Jury deems necessary be made in order that the subdivision conform to these regulations.
- b. That any additional documents and/or data be submitted complying with the provisions herein set forth.

B. Construction Improvements

Upon completion of the improvements, the Police Jury shall inspect the improvement or improvements to certify that the construction has been executed in compliance with the approved plans and specifications. In addition, an Engineer shall submit a certification at the time of requesting an inspection by the Police Jury of the improvements at the site (subdivision) that all construction is in accordance with the approved plans and specifications. All construction, including final dress-up, shall be completed prior to requesting an inspection by the Police Jury.

In the event of any disagreement of difference with regard to compliance with the aforesaid plans, specifications, codes and regulations, during any phase of an approved development or improvements, subdivision or re-subdivision, such disagreement or difference shall be submitted to the Police Jury for consideration and final determination.

The Police Jury shall either approve, or conditionally approve, or shall disapprove the improvements at the subdivision site in order that the improvements comply with the approved plans and specifications within 30-days after a request for inspection is submitted. If the inspection of the improvements is conditionally approved, the conditions of approval shall contain the following requirements:

1. That any changes the Police Jury deems necessary be made in order that the subdivision conform to the approved plans and specifications.
2. That any additional documents, information and/or data be submitted complying with the provisions herein set forth.
3. Correct any construction deficiencies, which are not considered good standard practices.

6. FINAL SUBDIVISION PLAT

After approval of the preliminary plat, plans and specifications, and construction of improvements thereof, the Owner of the proposed subdivision shall prepare and forward 8-copies of the final subdivision plat and all related documents, including a transmittal letter to the Police Jury office, a minimum of 21-days prior to the Vermilion Parish Road Committee meeting at which it is to be considered.

A. The Final Subdivision Plat Shall Show:

1. The title under which the subdivision is to be recorded. The name, address, and telephone number of the owner. The name, address, and telephone number of the surveyor preparing the plat. A north arrow, scale, and the names of all adjoining property owners.
2. The boundaries of the property, the lines of all drainage easements, streets, and alleys with their widths and names, and any other portions intended to be dedicated to public use.
3. The lines of the adjoining streets and alleys with their widths and names.
4. All lot lines, lot numbers, or letters in re-subdivisions and utility easements shall be shown and determined by measurements. Utility easements may be granted at the rear of lots for installation of utilities. The minimum width of the utility easements will be determined by the Police Jury and will depend on the number and type of utilities to be installed in said easement. The location for placement of all proposed utilities, within the utility easements, shall be depicted on the typical roadway section and/or plan.
5. The location of all section lines and corners, and municipal boundary lines within or adjacent to the tract must be accurately shown. Any legally established municipal boundary within the limits of the subdivision must be dimensioned to all boundary lines. All bearings and distances necessary for locating the boundary of the subdivision or partition in relation to some section corner, quarter section corner, other established corner and line acceptable to the Police Jury, or some intersecting street right-of-way, must be shown. In the event that the Lafayette-Vermilion Parish Boundary Line (Bayou Parc Perdu-Darby Coulee (east segment) or Granges Coulee-Indian Bayou (west segment), surveyed by John P. Evans Jr., from the State Land Office, dated August 13, 2003, and accepted by both Parishes, as indicated on said survey plat) falls within the limits of the subdivision or partition, the final plat must tie each lot line and boundary line to the Parish boundary line crossing said lots or boundaries with adequate bearings and distances.

6. All bearings and distances of the streets/roads, alleys, lots, utility easements, or other tracts or areas shall be shown. The linear dimensions shall be expressed in feet and decimals of a foot. Drainage easements shall be dimensioned and referenced distances shall be noted where these easements cross property lines.
7. Radii, points of tangency, and central angles for all curves and rounded corners.
8. Locations and description of all monuments and benchmarks; a suitable permanent monument of iron or concrete shall be located at all corners and all angle points on the subdivision boundaries. All streets, alleys, lots or other tract corners, intersections, and angle or curvature points shall be marked with iron pipe or other suitable monument.
9. The plat must be prepared by a licensed and registered surveyor in the State of Louisiana. The survey must be a minimum Class "C" stamped survey.
10. Building set back lines. Plat and restrictive covenants shall correspond with each other. Refer to *Section 7 - General Standards* for minimum requirements.
11. The map or plan shall not show any tract, area, strip, or any other portion of land as "Reserved". All areas shall be designated by number or letter and no blank area shall be shown on the map or plat.
12. Required sizes of driveway culverts for each lot for open ditch sections.
13. The following certification shall be included on the final plat to be signed by the Owner:

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND DEDICATE ALL ROADS AND ROAD RIGHTS-OF-WAY, DRAINAGE, AND UTILITY EASEMENTS TO PUBLIC USE.

OWNER

This note may be revised accordingly if the roads are to remain private or if in the case of a small partition fronting an existing road and the current ownership is to the center of the road, appropriate rights-of-way shall be delineated and dimensioned. Any other modification of the certification shall be as approved by the Police Jury.

14. Total acreage, number of lots, minimum lot frontage and area, vicinity map, utility legend, and to the limits of inundation of the 1-percent chance storm.

B. The Final Subdivision Plat Shall Be Accompanied With The Following Data:

1. Copies of all agreements and/or contracts for the operation and perpetual maintenance of all utilities, detention ponds, lakes, control structures, sidewalks, and any other improvements for the subdivision.
2. Any restrictive covenants to apply to lots in the subdivision shall be printed for recording along with the final plat of subdivision in the Office of the Clerk of Court of Vermilion Parish.
3. A copy of letter(s) certifying that the water facilities and sewerage facilities have been constructed in accordance with the plans and specifications approved by the Department of Health and Hospitals from the Engineer of Record.
4. A letter certifying that all construction in the subdivision is in accordance with the approved plans and specifications from the Engineer of Record.
5. An "Act of Dedication" for all public drainage easements, roads, rights-of-way, and utility easements.

Upon receipt of the final plat, the Police Jury shall make an examination thereof, and within 45-days certify the final plat is in accordance with the established codes and regulations; or lacking such certifications, the Police Jury shall require that the plat be corrected to comply with the aforesaid practice, standards, codes, and regulations of this ordinance.

The Owner shall make whatever changes required in the final plat and re-submit until all requirements of the ordinance are met. When all requirements are met, the final plat and other documents may be approved by the Police Jury and shall be recorded.

7. GENERAL STANDARDS

A. Subdivision Requirements

1. Developer must include a statement in the submission for preliminary subdivision review regarding the impact of the proposed subdivision on neighboring property and infrastructure, including, but not limited to drainage, traffic, and impact on adjoining existing subdivisions.

B. Streets, Alleys, and Easements

1. Provide for the continuation or appropriate projection of existing streets in surrounding area.
2. Street jogs with centerline offsets of less than 125-feet shall be avoided.
3. A tangent, at least 100-feet long, shall be introduced between reverse curves on streets.
4. Streets shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at less than 60-degrees.
5. Half-streets shall be prohibited, except where essential to the reasonable development of the subdivision and when it will be practicable to require the dedication of the other half when the adjoining property is subdivided.
6. Dead-end streets of greater depth than 250-feet, designed as such permanently, shall be provided at the closed end with a turn-around having an outside property line radius of at least 50-feet and an improved surface radius of at least 35-feet.
7. Street right-of-way widths shall vary for open ditch sections and shall be no less than 50-feet for curb and gutter sections with a minimum 10-foot utility easement on either side of the street right-of-way.
8. No street names shall be used which will duplicate or be confused with the names of existing streets. Streets that are obviously in alignment with others already existing shall bear the names of the existing streets. Street names shall be subject to the approval of the Police Jury and the Vermilion Parish E-911 office prior to final plat approval.
9. Alleys at the rear of residential lots are not recommended, except under unusual conditions and shall be subject to Police Jury approval and, if approved, shall not be less than 30-feet.

10. Where a subdivision is traversed by a water course, drainage way, channel, or stream, there shall be provided a storm-water easement or drainage right-of-way conforming substantially with the lines of such water course, and such further width or construction, or both as will be adequate for the purpose. Parallel streets or parkways may be required in connection therewith. Widths required shall be determined by the Police Jury, but in no event shall be less than 25-feet. Drainage easements shall be measured from the high bank of the drainage way. Refer to *Section 8, Article G* for additional requirements.
11. Sidewalk location must be considered at the time of preliminary approval so that provisions can be made for required sidewalk easements. Sidewalk location shall not interfere with the proposed roadside drainage facilities for either open or closed ditch improvements.

Sidewalks shall be a minimum of 4-feet wide and be constructed to the following minimum design standards:

- a. Minimum 2,500-PSI Portland cement concrete, a minimum of 4-inches thick with a 6" x 6" footing on both sides of the sidewalk beyond the 4-inch thickness.
- b. Minimum 3/4-inch thick redwood expansion joint a maximum of every 28-feet.
- c. Scored contraction joints a maximum of every 7-feet.
- d. Sidewalks across driveways will be 6-inches thick.
- e. Soil beneath sidewalk shall be undisturbed soil or if fill has been placed shall be compacted to 90-percent standard proctor.
- f. Smooth finish, lightly scored by brush or broom.

The above specified shall be made a part of the restrictive covenants when the property owners are responsible for constructing their own sidewalk.

Sidewalks shall not be constructed within the public right-of-way, and if on the development property, shall be maintained by the individual property owner or an organized subdivision association. The restrictive covenants shall designate the legal responsibility for liability and maintenance of sidewalks, within the development, as well as enforcement for violations related to said responsibilities. The Police Jury will not maintain or have legal responsibility for sidewalks.

12. Brick or masonry mail boxes are not recommended within the right-of-way; however, if a property owner elects to construct a brick or masonry mail box within the right-of-way, then property owner will be responsible for any damage to the mail box caused by a public vehicle of any type. It is recommended that mail boxes be constructed in accordance with AASHTO Standards – Roadside Design Guide. This recommendation shall be a part of the Restrictive Covenants. It shall also be the responsibility of the property owner to maintain the shoulder of the roadway and for keeping the grass cut between the road edge and the property line for the entire width of their lot.
13. The Police Jury may accept or reject a public road right-of-way in areas that are prone to flooding for extended periods or which are proposed to be elevated using extensive fill material.
14. All manufactured home (trailer) or manufactured home parks or subdivisions or multi-family developments involving lease or rental sites shall provide for the proper disposal of household solid waste for the development by providing a “development” dumpster(s) of sufficient capacity located on the property for use by the residents in the park or subdivision or multi-family development which can easily be accessed by the VPSW Department for garbage collection. The proposed location to be approved by the VPSW Department (337-898-4338). The rental agreement for the dumpster shall be under the name of the manufactured home park owner and all costs shall be the responsibility of the owner.

C. Blocks and Lots

1. The lengths, widths, and shapes of blocks shall be determined with due regard to:
 - a. Provision of adequate building sites suitable to the special needs of the type use contemplated.
 - b. Requirements as to lot sizes and dimensions.
 - c. Needs for convenient access, circulation, control, and safety of street traffic.
 - d. Limitations and opportunities of topography.
2. The lot size, width, depth, shape, orientation, and the minimum building setback lines shall be appropriate for the location of the subdivision and for the type of development and use contemplated.
3. Corner lots shall have adequate width to accommodate all appropriate/required building setbacks from both streets.

4. The subdividing of the land shall be such as to provide, by means of a public or private street, each lot with satisfactory access to an existing public street or alley way.
5. Building lines (including porches, steps, etc.) shall not be less than 25-feet from the street right-of-way line (includes both streets on corner lots), not less than 5-feet from adjoining property side lines, and not less than 15-feet from the back property line.

8. REQUIRED IMPROVEMENTS

A. General

Where the subdivision contains sewers, sewerage treatment plants, water supply systems, water treatment plants, park area, or other physical facilities necessary or desirable for the welfare of the area or that are for common use or benefit, which are not or cannot be satisfactorily maintained by an existing public agency, provisions shall be made by trust agreement, which shall become part of the deed restrictions, acceptable to any agency having jurisdiction over the location and improvement of such facilities, for the proper and continuous maintenance and supervision by the sub-divider of such facilities.

B. Street Improvements with Open Ditch Section

All streets must be graded not less than 30-feet in width from shoulder edge to shoulder edge (see *Figure 1*). Shoulders shall not be less than 5-feet in width and the improved roadway not less than 20-feet in width with a minimum 40-foot radius at street intersections and adequately ditched. The roadway improvements shall consist of 1-1/2-inch thick asphaltic concrete pavement wearing course (Type 1, 2, or 3 using AC-30 asphalt), in accordance with current DOTD standards, and to a width of not less than 20-feet with a minimum 12-inches cement stabilized base course (cement content to be determined by an independent testing laboratory along with lime requirement needed for cement stabilization) to a width of not less than 22-feet or other approved base course constructed in accordance with current DOTD standards (see *Figure 1* at the end of this ordinance).

Streets up to 1,320-feet in length (1/4-mile), as measured along the street centerline from the right-of-way line of an intersecting street to the center of the cul-de-sac, in the case of a dead end street, or to the right-of-way line of the same or another intersecting street, shall not be required to adhere to the roadway improvement requirements listed above (asphalt with soil cement base) but rather, shall be accepted provided that a minimum of 6-inches of compacted thickness of limestone (grade to be approved by the Vermilion Parish Police Jury) is installed to a width of not less than 20-feet. Minimum compaction is 95-percent and shall be confirmed by an independent testing lab. Roadbed and shoulder criteria mentioned above shall remain the same.

Minimum right-of-way limits required for open ditch depths for all street improvements will be based on Table 1 below.

**TABLE 1
STREET IMPROVEMENTS WITH OPEN DITCH
(Within Public Right-of-Way)**

DITCH DEPTH (Feet)	MINIMUM RIGHT-OF-WAY LIMITS* (Feet)
0 - 2	50
3	60
4	70
Greater than 4	75

*For 20-Foot Road Surface

The right-of-way shall be free and clear of all obstructions, light or utility poles, signs, or trees, except those which may be accepted and approved by the Police Jury by variance. All necessary street signs (i.e., stop, yield, speed, etc.) will be installed by the Parish. Street signs other than standard signs will be considered on a case-by-case basis, if requested by the Owner. If approved, the signs shall be provided and installed by the Owner under the direction of the Police Jury.

The “Act of Dedication” as required in *Section 6* of this ordinance and the Final Subdivision Plat shall contain the following statement for those roads being constructed with limestone surfacing:

IT IS UNDERSTOOD BY THE DEVELOPER AND/OR LOT OWNERS OF THIS SUBDIVISION THAT THE STREET HEREBY BEING DEDICATED IS BEING ACCEPTED BY THE VERMILION PARISH POLICE JURY AS A LIMESTONE ROAD AND THAT THE VERMILION PARISH POLICE JURY IS UNDER NO OBLIGATION TO HARD SURFACE THE ROAD.

C. Street Improvements with Curb and Gutter

All streets shall be surfaced with asphaltic concrete having a 1-1/2-inch uniform thickness, placed between concrete curbs and gutters and upon a 12-inch thick soil cement base course (cement content to be determined by an independent testing laboratory along with lime requirement needed for cement stabilization) with a minimum riding surface width of 23-feet and 24-inch wide rollover curb and gutter each side and constructed in accordance with LA-DOTD Standard Specifications for Roads and Bridges, latest edition. The work shall be performed as follows:

1. Base Course

Base course work is to begin only after all trenching for utilities has been completed and backfilled (unless installed by the boring method). All trench backfill is to be compacted in lifts not to exceed 12-inches to 95-percent density of maximum density, as determined by the Standard Proctor Test. All soil to be used for the base course shall be tested to determine its classification. If the base course is to be constructed from off-site material, it shall conform to the requirements for "Select Soils". If the base course is to be constructed from existing on-site materials and the Plasticity Index is greater than 15, it shall be treated with the appropriate amount of lime in accordance with LA-DOTD Standard Specifications. Soils having a Plasticity Index greater than 35 shall not be used for the base course. After the base course material has been corrected, if necessary, it shall be brought to the required grade and section. The outer 5- feet of roadbed shall be compacted to 95-percent of maximum density, as determined by the Standard Proctor Test and the inner area shall be stabilized with 12-inches of soil cement constructed in accordance with LA-DOTD Standard Specifications.

2. Concrete Curbs and Gutters (Roll-Over Type)

After the perimeter base course work and sub-surface drainage are complete but before the soil cement base course is started, the concrete curbs and gutters are to be constructed, as described in the LA-DOTD Standard Specifications. If the concrete for the curbs and gutters is poured monolithically, no reinforcing will be required. If a different type of curb is used, a detail must be submitted with the plans for approval.

3. Asphaltic Concrete

After all base course and curb and gutter work has been completed and the prescribed curing time has elapsed, the 1-1/2-inch thick by 23-foot wide asphaltic concrete surface is to be applied in accordance with LA-DOTD Standard Specifications. Note that the asphalt is to have a thickened area along all curb and gutter concrete and along any areas that abut existing pavements. The thickened areas are to be 2-feet wide and 2-inches thick. The transverse slope of the asphalt riding surface is to be 0.025-feet per foot. Any areas where the new asphaltic concrete is to be in contact with existing asphaltic concrete will be appropriately coated with a tack coat.

4. Testing

Prior to acceptance by the Police Jury, the Developer shall submit copies of all testing data covering all phases of the work. Testing shall be conducted in accordance with LA-DOTD Standard Specifications. Along with the test data will be a certification by the Engineer of Record for the development who is licensed in the State of Louisiana verifying that all work and tests were performed, in accordance with the above described requirements.

D. Pre-Development Run-Off / Post Development Run-Off

All residential and commercial development that results in a post development runoff that exceeds the development areas pre-development runoff rate shall be required to mitigate the increase through drainage improvements. The drainage improvements shall be based on the design criteria of this section in addition to any other stated provision. The development drainage design shall be based on a 5-year storm event for residential developments and a 10-year storm event for commercial developments.

E. Detention Requirements for Non-Residential Developments

1. Permissible Detention Basins

- a. Pond
- b. Parking lot — depth of ponding not to exceed 6-inches.
- c. Underground storage.
- d. Perimeter swale ditches.
- e. Detention within required green areas.
- f. Other methods only with prior approval of the Police Jury.

2. Outlet Structures

- a. Design shall be based on a 10-year storm event and analyzed for a 100-year storm event.
- b. Emergency spillways shall be in an area that will least affect traffic flow and not cause flooding of structures intended for occupancy.

3. Plan Requirements

- a. Existing topographic plan with elevations.
- b. Grading plan with elevations.
- c. Minimum of two (2) grading sections of entire site (i.e., one (1) east/west and one (1) north/south). A sufficient number of grading sections shall be provided to adequately evaluate site drainage patterns as required by the Police Jury.
- d. Profile of outlet structure connecting to existing outfall depicting utility crossings and identifying conflicts, if any.

4. Waivers

- a. In areas where existing and/or development conditions will not accommodate equivalent discharge rates, as determined solely by the Police Jury, a maximum increase of the pre-developments discharge rate of 5-percent of said rate, not to exceed 5-cubic feet per second, shall be allowed.
- b. No detention requirement shall be allowed for developments of 3/4-acre or less. Runoff to the adjacent roadway, outfall or other properties for these sized developments shall not be allowed, single point discharge unless approved by the Police Jury. A drainage site and grading plan shall be submitted for review and approval.
- c. Other methods of detention/retention may be utilized with prior approval of the Police Jury.

5. Maintenance of Storm Water Management Facility

The Owner of the proposed development or any successor who acquires title to the storm-water management facility shall at all times maintain the design section of the storm-water management facility as indicated on the site drainage plan and in the drainage impact analysis. In the event the Police Jury determines that the storm-water management facility has not been maintained, the Owner shall make the necessary modifications to conform to the original approved design sections, requirements, etc., within a 30-day period from written notification from the Police Jury. If the Owner does not act within this time frame to remedy the situation, the Police Jury may perform the necessary modifications, improvements, etc., and bill the Owner for the work at its operating costs.

Compliance with this section shall be mandatory and the requirements of this section shall be included on the Site Drainage Plan as well as within the Drainage Impact Analysis Report and shall be acknowledged in writing by the Owner and/or Developer if different from Owner. The Developer shall provide the Police Jury with an agreement or other contractual arrangement evidencing that adequate provision has been made for future maintenance of the facility in those instances where the facility is to be transferred by the Developer or is to be acquired by an Owners' Association or other similar entity.

F. Detention Requirements for Residential Subdivision Developments

1. Permissible Residential Subdivision Detention Basins — Open Ditch Subdivisions That Will Remain Open Ditch

- a. Roadside ditch
- b. Pond
- c. Perimeter ditches
- d. Other design options formulated by the Developer and approved by the Police Jury.

2. Permissible Residential Subdivision Detention Basins — Curb and Gutter Subdivisions

- a. Curb side detention area shall be curb-to-curb, but flood depth not to exceed above centerline of roadway elevation.
- b. Curb-to-curb and underground storm drainage system.

- c. Curb to curb, underground storm drainage system and detention pond.
- d. Pond.
- e. Other design options formulated by the Developer and approved by the Police Jury.

3. Outlet Structures

- a. Design shall be based on a 5-year storm event and analyzed for a 100-year event.
- b. Emergency spillways shall be in an area that will least affect traffic flow and not cause flooding of structures intended for occupancy.

4. Plan Requirements

- a. Existing topographic plan with elevations.
- b. Grading plan with elevations.
- c. Minimum of two (2) grading sections of entire site (i.e., one (1) east/west and one (1) north/south). A sufficient number of grading sections shall be provided to adequately evaluate site drainage patterns as required by the Police Jury.
- d. Profile of outlet structure connecting to existing outfall depicting utility crossings and identifying conflicts, if any.

5. Waivers

- a. In areas where existing and/or development conditions will not accommodate equivalent discharge change rates, as determined solely by the Police Jury, a maximum increase of the pre-developments discharge rate of 5-percent of said rate, not to exceed 5-cubic feet per second, shall be allowed.
- b. No detention requirement shall be allowed for developments of 3/4-acre or less. Run-off to the adjacent roadway, outfall, or other properties for these sized developments shall not be allowed as point discharge unless approved by the Police Jury. A drainage site and grading plan shall be submitted for review and approval.
- c. Other methods of detention/retention may be utilized, with prior written approval of the Police Jury, including a waiver of the requirement for a detention/retention facility by the Police Jury.

6. Maintenance of Storm Water Management Facility

The Owner of the storm water management facility or any successor who acquires title to the storm water management facility shall at all times maintain the design section of the storm water management facility, as indicated on the Site Drainage Plan and in the Drainage Impact Analysis Report. In the event the Police Jury determines that the storm water management facility has not been maintained, the Owner shall make the necessary modifications to conform to the original approved design sections, requirements, etc., within a 30-day period from written notification from the Police Jury. If the Owner does not act within the time frame to remedy the situation, the Police Jury may perform the necessary modifications, improvements, etc., and bill the Owner(s) for the work at its operating cost.

Compliance with this section shall be mandatory and shall be included on the Site Drainage Plan as well as within the Drainage Impact Analysis Report and shall be acknowledged in writing by the Owner of the Development. The Developer shall provide the Police Jury with an agreement or other contractual arrangement evidencing that adequate provision has been made for future maintenance of the facility in those instances where the facility is to be transferred to the developer or is to be acquired by an Owner's Association or other similar entity.

7. Access in Favor of the Vermilion Parish Police Jury

Access in favor of the Police Jury will be provided from a public dedicated road to the storm water management facility. The access shall be no less than a clear 30-foot wide travel way (graded to accommodate use by equipment) and sufficient area proximate to such travel ways to allow de-siltation activities. A note shall be placed on the final plat indicating that this access shall be provided to the Police Jury.

Features that ease maintenance problems and reduce maintenance costs shall be included in the design of the storm-water management facility to the greatest extent practicable. These features include, but may not be limited to the following:

- a. A fore-bay to capture a greater part of incoming sediments.
- b. A reinforced maintenance platform alongside the fore-bay to facilitate sediment removal.
- c. Ponds greater than 5-acres in surface area should include a device to temporarily lower or raise the elevation of the permanent pool.
- d. Incoming flow diversion alongside the maintenance platform to facilitate sedimentation along the maintenance platform rather than in the middle of the facility.

8. Maintenance of Storm Water Management Facility

Maintenance (such as mowing, bank or bulkhead repairs, and removing debris and trash that occurs on a regular basis, etc.) of all other public or private areas, access areas, or privately owned lots that are a part of or adjacent to the facility shall be the responsibility of the Owner of the storm water management facility.

9. Accommodating Non-Equivalent Discharge Rates

In areas where existing and/or development conditions will not accommodate equivalent discharge rates, as determined by the Police Jury, a maximum increase of the pre-developments discharge rate of 5-percent of said rate, not to exceed 5-cubic feet per second, shall be allowed.

G. Drainage

A right-of-way a minimum of 25-feet in addition to the existing width of the drainage ditch must be dedicated in perpetuity to the Police Jury for the construction and maintenance of necessary drainage channels through the proposed subdivision. Any drainage required between lots will require sub-surface system with culverts and drop inlets with necessary easement provided for maintenance. The drainage district having jurisdiction within the subdivision's location shall have the final say in the width of the required drainage easement for proper maintenance. The developer's engineer is responsible for contacting the drainage district for this determination. Natural drainage channels or existing drainage canals may not be blocked or altered, except upon the written consent of the Police Jury, and sufficient right-of-way for the maintenance of such natural drainage channels shall be dedicated in perpetuity to the Police Jury. No building, fencing, or obstruction of any sort may be erected upon the drainage rights-of-way so dedicated.

Subdivision drainage requirements shall conform to the following:

1. Subdivision drainage analysis and design shall be based on a 5-year design storm. All roadside ditches and driveway culverts will be designed for this frequency unless the ditch is providing a major drainage outfall, in which case the design storm will be in accordance with the next paragraph.
2. All bridges and culverts on major drainage crossings will be based on a 10-year design storm. Open ditch sections of major drainage out-falls will be based on a 10-year design storm.
3. Drainage areas shall be shown on all major drainage crossings.
4. A minimum ditch grade of 1/10-percent shall be maintained along all roads with an open ditch section.

5. On long, continuous grades, cross drains shall be placed every 1,000-feet.
6. Driveway culvert sizes for subdivision lots for open ditch designs shall be delineated on the final subdivision plats. A note shall be included on the final subdivision plat indicating that the property owner must obtain a driveway permit from the Police Jury or LA-DOTD for state highways.

The minimum size culvert shall be 15-inches round or arch equivalent, with the exception of 300-feet from a P.I., where 12-inch round or arch equivalent will be allowed, if proven acceptable in the drainage analysis, unless otherwise designated by the Police Jury. Ditch grades and depths shall be such that sufficient cover is provided above the required driveway pipe.

7. All cross drains or utility crossings under the roadways shall be specified to be backfilled with suitable materials (i.e., concrete, fil-crete, with 95-percent compaction requirements, etc.) to be verified through construction testing and documentation or jack or bored.
8. If the development's storm water drainage system is designed and approved as an "open ditch" system, the final plat and restrictive covenants shall include the following statement:

THIS DEVELOPMENT IS DESIGNED AND APPROVED WITH AN OPEN DITCH DRAINAGE SYSTEM, AND AS SUCH, THE INSTALLATION OF A SUB-SURFACE DRAINAGE SYSTEM IS PROHIBITED WITH THE EXCEPTION OF DRIVEWAY CULVERTS (MAXIMUM LENGTH OF FORTY FEET (40')) UNLESS APPROVED BY THE VERMILION PARISH POLICE JURY.

9. If the development's storm water drainage system is designed and approved as a sub-surface drainage system, the final plat and restrictive covenants shall include the following statement:

THIS DEVELOPMENT IS DESIGNED AND APPROVED WITH A SUB-SURFACE DRAINAGE SYSTEM. SHOULD FAILURES IN THE SUB-SURFACE DRAINAGE SYSTEM OCCUR BENEATH HARD SURFACED DRIVEWAYS OR WALKWAYS THAT PROVIDE ACCESS TO LOTS IN THE SUBDIVISION, THE VERMILION PARISH POLICE JURY WILL NOT BE RESPONSIBLE FOR THE COST OF REPAIR OR REPLACEMENT OF SAID DRIVEWAYS OR WALKWAYS IN ORDER TO CORRECT FAILURES IN THE SUB-SURFACE DRAINAGE SYSTEM. THE HOMEOWNER SHALL BE RESPONSIBLE FOR ANY DRIVEWAY/WALKWAY REPAIR/REPLACEMENT COST.

H. Flood Protection

All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with the provisions of the Vermilion Parish Flood Damage Prevention Ordinance, meet Floodplain Development Permit requirements, and any revisions thereto adopted by the Parish as described in the following subsections:

1. General

The following general standards shall apply, in addition to any other stated provisions for all subdivision proposals, which contain land located in all areas of a special flood hazard area.

If the proposed subdivision is located in a special flood hazard area, a plat showing the location of the subdivision along with a description of the proposed improvements must first be submitted to the Police Jury for their approval prior to any plans being made. If approved, the following shall apply:

- a. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
- b. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
- c. All new construction or substantial improvements shall be constructed with materials resistant to flood damage.
- d. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
- e. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- f. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters.
- g. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

- h. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- i. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

The Police Jury shall have the right to accept or reject a public road right-of-way in areas where a road is developed in an area prone to flooding for extended periods or which may have been elevated using extensive fill material.

2. Specific Standards

In all areas of special flood hazards where base flood elevation data has been provided as set forth in the Vermilion Parish Flood Damage Prevention Ordinance, new construction and substantial improvement of any residential structure, non-residential structure or enclosure and placement or substantial improvement of any manufactured home or recreational vehicles shall be in accordance with the provisions of *Article 5, Section B* of the effective Vermilion Parish Flood Damage Prevention Ordinance.

For subdivision proposals including the placement of manufactured home parks and subdivisions in Areas of Shallow Flooding (AO/AH Zones), Floodways and Coastal High Hazard Areas (V1-30, VE and/or V Zones), development must be consistent with the provisions of the Flood Damage Prevention Ordinance, *Article 5, Section D, E and F*.

3. Plat Requirements

Where part or all of the proposed subdivision is located in a special flood hazard area, additional information will be included on all plats submitted for approval. All maps required shall be at a scale sufficiently detailed to allow the permit authority to determine whether the proposed development and the topographic feature of the land meet the requirements of the Vermilion Parish Flood Damage Prevention Ordinance. The following shall be required:

- a. The preliminary and final plats must clearly delineate areas of the subdivision which are in the 100-year frequency flood hazard areas identified by the National Flood Insurance Program.
- b. Base flood elevation data shall be included on all subdivision plats. The plat submittal must delineate elevations and contours in sufficient detail to identify the lowest floor elevations, including basement, in relation to NAVD 88 of all existing and proposed structures which may be located on the site.

- c. The preliminary and final plat must show all streams and channels and the designated flood hazard area.
- d. The final plat submittal shall include information regarding development restrictions in flood-way areas relative to minimum elevations for permitted uses.
- e. The final plat submittal must specifically describe any dredge, fill, channelization, or other construction activity which would affect the hydraulic capacity of a flood-way.

4. Restrictive Covenants Requirements

Where part or all of the proposed subdivision is located in a Special Flood Hazard Area, the following statement shall be included in the restrictive covenants:

ALL NEW CONSTRUCTION OR SUBSTANTIAL IMPROVEMENTS WITHIN SPECIAL FLOOD HAZARD AREAS SHALL COMPLY WITH THE PROVISIONS OF THE VERMILION PARISH FLOOD DAMAGE PREVENTION ORDINANCE LATEST EDITION. ADDITIONAL INFORMATION CAN BE OBTAINED FROM THE VERMILION PARISH FLOODPLAIN ADMINISTRATOR.

I. Sewerage System

If the subdivision is so located that it can reasonably be served by the extension of an existing public sanitary sewer, the sub-divider, if possible, shall enter into an agreement with the Utilities Department for the extension of the said sewer so that sanitary sewer service shall be available for each lot. A letter of approval from the Department of Health and Hospitals approving said system shall be provided.

In the event that public sanitary sewers are not available or except under certain conditions as presented in *Paragraph 4* of this subsection, the Owner shall install a sewer collection system and treatment plant approved by the Vermilion Parish Board of Health and the Department of Health and Hospitals and shall be designed and installed in accordance with the Sanitary Code of the State of Louisiana. Septic tanks, filter beds and/or field lines will not be considered as an acceptable sewerage system.

Adequate sewer discharge lines shall be provided for the disposal of effluent from the sewerage system leading away from the subdivision. Arrangement for perpetual maintenance of these facilities, acceptable to the Police Jury and Vermilion Parish Board of Health, must be provided.

In the event that public sanitary sewers or community sewer systems are not available, the use of individual sewerage systems may be authorized and will be considered when the lots in the subdivision meet any of the following criteria:

1. A minimum area of 22,500-square feet / 0.5165-acres and a minimum frontage of 80-feet.
2. A minimum area of 16,000-square feet / 0.3673-acres and a minimum frontage of 80-feet where an approved individual mechanical plant, in accordance with the State Sanitary Code (Part XIII - Sewage Disposal) is to be utilized.
3. A minimum area of 12,000-square feet and a minimum frontage of 60-feet where an approved individual mechanical plant is utilized and is followed by a modified absorption field, in accordance with the State Sanitary Code (Part XIII, Chapter 7, Sub-Chapter B, §733.A) and provided:
 - a. the Owner shall provide an effluent discharge and drainage plan in accordance with standard engineering practice and as approved by the Police Jury and the Vermilion Parish Board of Health; and
 - b. the Owner shall identify the party responsible for perpetual maintenance of the drainage course; and
 - c. that there are less than 125-lots in the development; and
 - d. the Owner shall require, as part of the restrictive covenants, that the purchaser of a lot within the subdivision must comply with the requirements of the “Sewage Permitting System”, Ordinance No. 98-0-13, of the Police Jury, effective November 1, 1998, and the State Board of Health requirements pertaining to “Individual Sewerage Systems”, as stated in Chapter XIII of the State Sanitary Code, latest version. The restrictive covenants shall be submitted to the Police Jury and recorded with the Vermilion Parish Office of Clerk of Court, as outlined in *Section 6 - Final Subdivision Plat*, of this ordinance.

J. Water System

Where a water district exists, adjacent to the proposed subdivision, public or private, the Developer shall be required to contract with the water district or system for water supply in accordance with their requirements in order to provide water service for each lot within the development. A letter of approval from the Department of Health and Hospitals approving said system shall be provided.

Any other methods of potable water supply in the subdivision shall be acceptable to and approved by the Vermilion Parish Board of Health and/or the Louisiana Department of Health and Hospitals. Plans and specifications for all water supply and treatment if provided in the subdivision must be approved by the Department of Health and Hospitals, and shall be designed and installed in accordance with the Sanitary Code of the State of Louisiana. An arrangement for perpetual maintenance of these facilities, acceptable to the Police Jury, must be provided. A letter of approval from the Department of Health and Hospitals shall be provided.

K. Bridge Improvements

For any bridges to be constructed in the proposed subdivision, the following minimum guidelines shall apply:

1. Width of not less than 22-feet.
2. Span lengths shall be a minimum of 20-feet and not to exceed 30-feet.
3. All bridges shall be designed for H-20 loading.
4. Wing-walls shall be a minimum of 20-feet but may vary depending on site conditions in excess of 20-feet.
5. All bridges shall include safety railings.
6. Head-walls and wing-walls shall be a minimum 2-feet above the existing ground level.
7. All timber, lumber, and piles used shall have a minimum retention of preservative of 16-pounds per cubic foot, except for coastal waters, it shall be 20-pounds per cubic foot.
8. Timber piles shall have a minimum butt of 12-inches in diameter.

9. FEES

In order to defray the cost to the Parish for reviewing and evaluating subdivision plans and inspecting subdivision construction works, the owner shall pay the Parish Treasurer fees according to the following schedule:

- A. For reviewing and evaluating the preliminary plat of a subdivision, the Owner shall remit a sum computed at the rate of \$1.50 per lot or \$300.00, whichever sum shall be the greater, and this fee shall be paid at the time the preliminary plat is submitted for consideration by the Police Jury. If a second review is required, additional fees at \$100.00 per hour will apply.
- B. For reviewing and evaluating the storm water management plan of a subdivision, the Owner shall remit a sum computed at the rate of \$2.00 per lot or \$250.00, whichever sum shall be the greater, and this fee shall be paid at the time the storm water management plan is submitted for consideration by the Police Jury. If a second review is required, additional fees at \$100.00 per hour will apply.
- C. For reviewing and evaluating the plans and specifications of a subdivision, the Owner shall remit a sum computed at a rate of \$3.00 per lot or \$400.00, whichever sum is greater, and this sum shall be paid at the time the plans and specifications are submitted for consideration by the Police Jury. If a second review is required, additional fees will apply.
- D. For examining, inspecting, and approving the subdivision construction works and improvements, the Owner shall remit a sum computed on the basis of \$60.00 per man-hours for actual time spent. This sum shall be paid before final certification of completion of improvements by the Parish. If a second review is required, additional fees at \$100.00 per hour will apply.
- E. For reviewing and evaluating the final plat of a subdivision, the owner shall remit a sum computed at the rate of \$3.00 per lot or \$400.00, whichever is the greater, and this fee shall be paid at the time the final plat is submitted for consideration by the Police Jury. If a second review is required, additional fees at \$100.00 per hour will apply.
- F. For providing a one (1) year, two (2) year, and three (3) year inspection review of completed subdivision and/or improvements, the Owner shall remit a sum computed on the basis of \$60.00 per man-hours for actual time spent. This sum shall be paid before a final certification of yearly inspection of improvements form is completed by the Parish. If a second review is required in any given year, additional fees will apply.

10. VARIATIONS AND EXCEPTIONS

The Police Jury therein reserves the right to consider modifications of the requirements of this ordinance when it is clearly evident that an extraordinary condition exists that would make it impractical and not feasible to comply with all the requirements of this ordinance.

11. ENFORCEMENT

- A. No street number and no building permit shall be issued for the erection of any building in the above limits of any piece of property other than on an original or re-subdivided lot in a duly approved and recorded subdivision without the written approval of the Police Jury or its authorized representative.
- B. No sewer, water, gas, electrical, or other public utility improvement shall be connected or shall any public money be expended within the lands laid out in until the final plat of such land shall have been accepted by the Police Jury and recorded in the Office of the Clerk of Court and recorded in the Assessor's Office in Vermilion Parish, Louisiana.
- C. It shall be illegal to sell by lot and block where a final plat has not been recorded in the Office of the Clerk of Court.

12. VIOLATION AND PENALTY

Any person, partnership, or corporation who violates any of the provisions of this ordinance, or aids or abets in the violation of any of the provisions of this ordinance, shall be guilty of a misdemeanor and shall be punishable by a fine of not exceeding one hundred dollars (\$100.00) or thirty (30) days in jail. Each day that a violation is permitted to exist shall constitute a separate offense.

13. CONFLICTING PROVISIONS REPEALED

All ordinances or parts of ordinances in conflict with any of this ordinance are hereby repealed.

14. VALIDITY

If any section, clause, paragraph, provision, or portion of this ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision, or portion of this ordinance. The Police Jury hereby expressly declaring that it would have passed the remaining portions of this ordinance are hereby with invalid portions omitted.

15. DEDICATION OF STREETS AND DRAINAGE

Providing that all streets and drainage to be dedicated to public use by any person, firm, or corporation, the laying out of a subdivision in accordance with this Ordinance of the Police Jury, relative thereto, shall be done by means of an “Act of Dedication” naming the streets, utility and/or drainage easements, giving the widths, and all necessary data before the dedications of any street or streets or avenues or roads or drainage easements, or utility easements, shall be accepted by the Police Jury only after a warranty for the workmanship of the improvements is provided as follows:

A. Maintenance Bond

The Police Jury shall be in receipt of documentation verifying a maintenance bond for a period of three (3) years from the date of acceptance for all new improvements in the subdivision. The Developer shall provide documentation that the Contractor has provided to the Developer a one (1) year maintenance bond for the construction of said improvements for the total cost of said improvements. Furthermore, the Developer shall provide an additional maintenance bond on behalf of Police Jury in the amount of 50-percent of the total cost of said improvements for the second and third years from the date of acceptance of said improvements. The time period indicated herein shall begin when the subdivision is accepted by the Parish and recording of said acceptance and approval is recorded in the official records of the Vermilion Parish Clerk of Court upon receipt and compliance with all requirements of the Ordinance. Said maintenance bond shall be in the form of a surety bond, cash, certified check, money order, letter of credit, mortgage of unencumbered property, etc., in favor of and accepted by the Police Jury. Said maintenance bond shall further hold the Police Jury harmless for any and all improvement deficiencies in the amounts established herein for a total of three (3) years following the date of acceptance.

B. Requirements for Public Roads

Streets, drainage, and other improvements being dedicated to the Police Jury for perpetual maintenance shall not become effective until one (1) year after the “Act of Dedication” is recorded in the official records of the Vermilion Parish Clerk of Court Office. Any deficiencies at the time of the 1-year warranty inspection, such as changes in ditch grade, erosion of shoulders, silting of culverts, and road and drainage damage must be corrected by the Developer before the Police Jury will accept the perpetual maintenance of the improvements.

C. Requirements for Private Roads

All provisions of this ordinance shall be required and remain the same for subdivisions in which the roads shall remain private, with the following exceptions:

1. The requirement for an asphalt with soil cement base roadway for streets over 1,320-feet in length shall not be required.
2. The compacted thickness of the limestone surfacing shall be a minimum of 4-inches.
3. The width of the roadway surfacing shall be a minimum of 18-feet.
4. The width of the right-of-way shall be a minimum of 40-feet which may vary depending on the use for which it is intended and must be approved by the Police Jury by variance requested by the Developer at the time the subdivision is submitted for review (but only if the roadway is less than 1,320-feet in length).

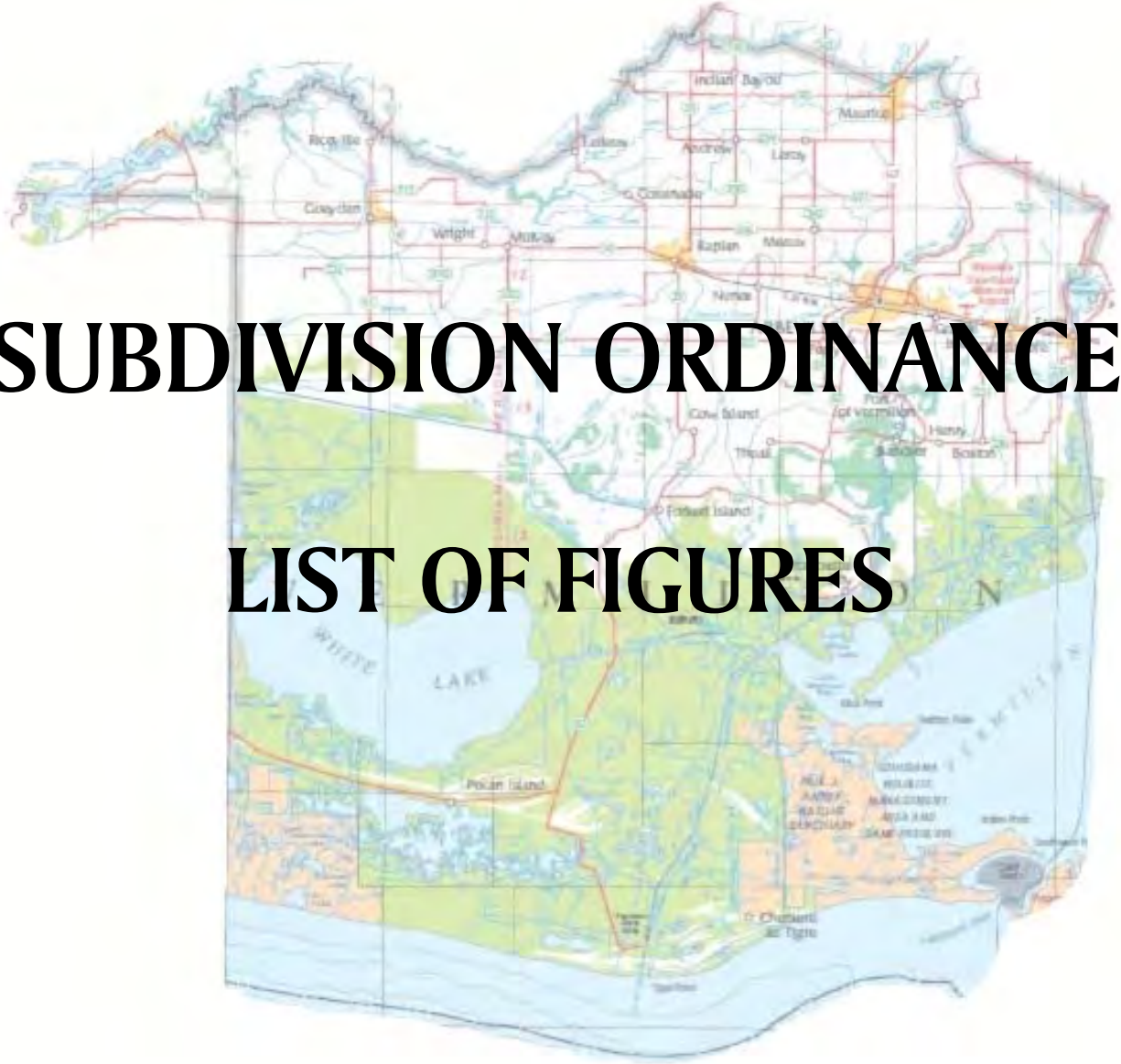
In no case shall a private road constructed at less than the minimum standards for public roads, as set forth in this ordinance, become public and accepted by the Police Jury for perpetual maintenance until it is constructed to the minimum standards set forth in this ordinance for public roads. If the private roads do not meet the public road minimum standards, the following note shall be included on the final subdivision plat and in the restrictive covenants:

THIS PRIVATE ROAD HAS NOT BEEN CONSTRUCTED TO THE MINIMUM STANDARDS FOR PUBLIC ROADS AS SET FORTH IN THE LATEST EDITION OF THE VERMILION PARISH POLICE JURY ORDINANCE AND AS SUCH SHALL NOT BE CONSIDERED FOR ACCEPTANCE INTO THE PARISH ROAD SYSTEM.

The restrictive covenants shall designate the legal responsibility for liability and maintenance of the private road and right-of-way, as well as enforcement for violations related to said responsibilities. The Police Jury will not maintain or have legal responsibility for private roads, nor provide public services along said private roads.

16. REGISTRATION EXPENSES

Be it further ordained, that all legal documents providing for the subdivision of tracts of land into lots, plots, or building sites, setting out streets, and Act of Dedication and final plat dedicating streets and roads to public use shall be registered in the Conveyance Office of the Parish of Vermilion by the Vermilion Parish Police Jury. Any cost incurred by Police Jury for such registration will be reimbursed by the developer to the Police Jury.



SUBDIVISION ORDINANCE

LIST OF FIGURES

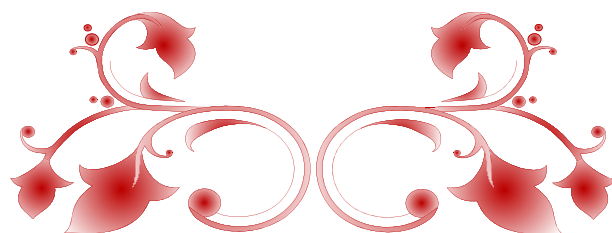
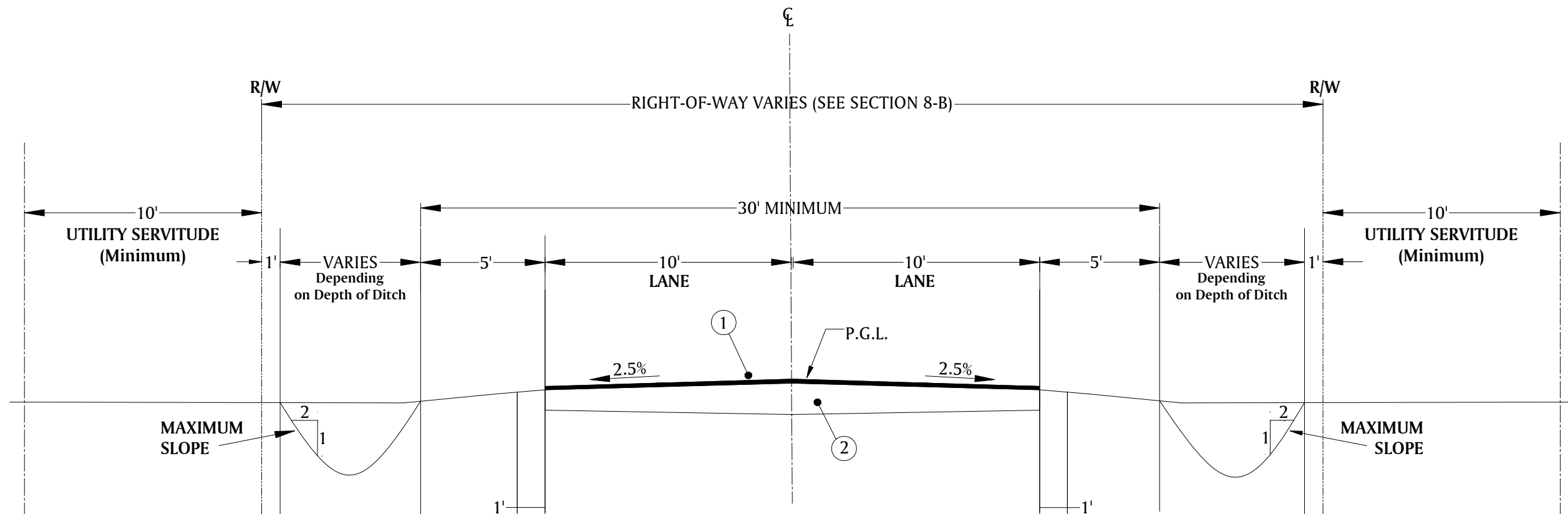


Figure 1
TYPICAL PUBLIC HARD-SURFACED STREET SECTION WITH OPEN DITCH

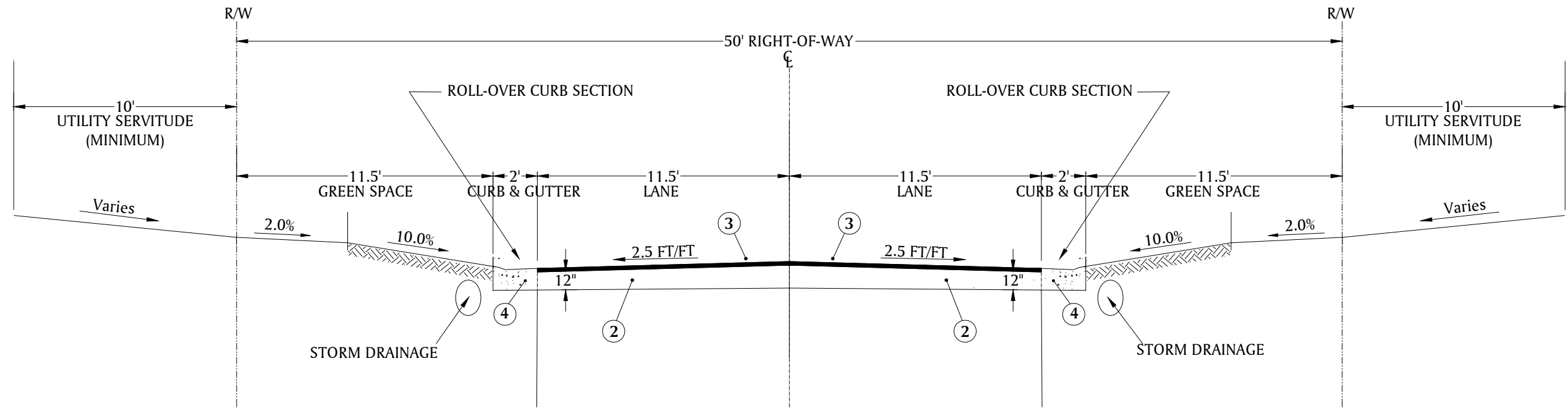
(Not to Scale)



- 1- Required 1-1/2-Inch Asphaltic Concrete Wearing Course Type 1, 2, or 3 with AC-30.
 - 2- Required 12-Inch Soil Cement Base (Minimum 8-Percent By Volume*) (Lime Treatment as Required*).
 - 3- All Proposed Utility Locations are to Be Depicted on the Typical Sections or the Plans.
- *To Be Determined By Independent Laboratory Testing.

Figure 2
TYPICAL SECTION - PUBLIC STREET
TWO LANE WITH ROLL-OVER CURB AND GUTTER

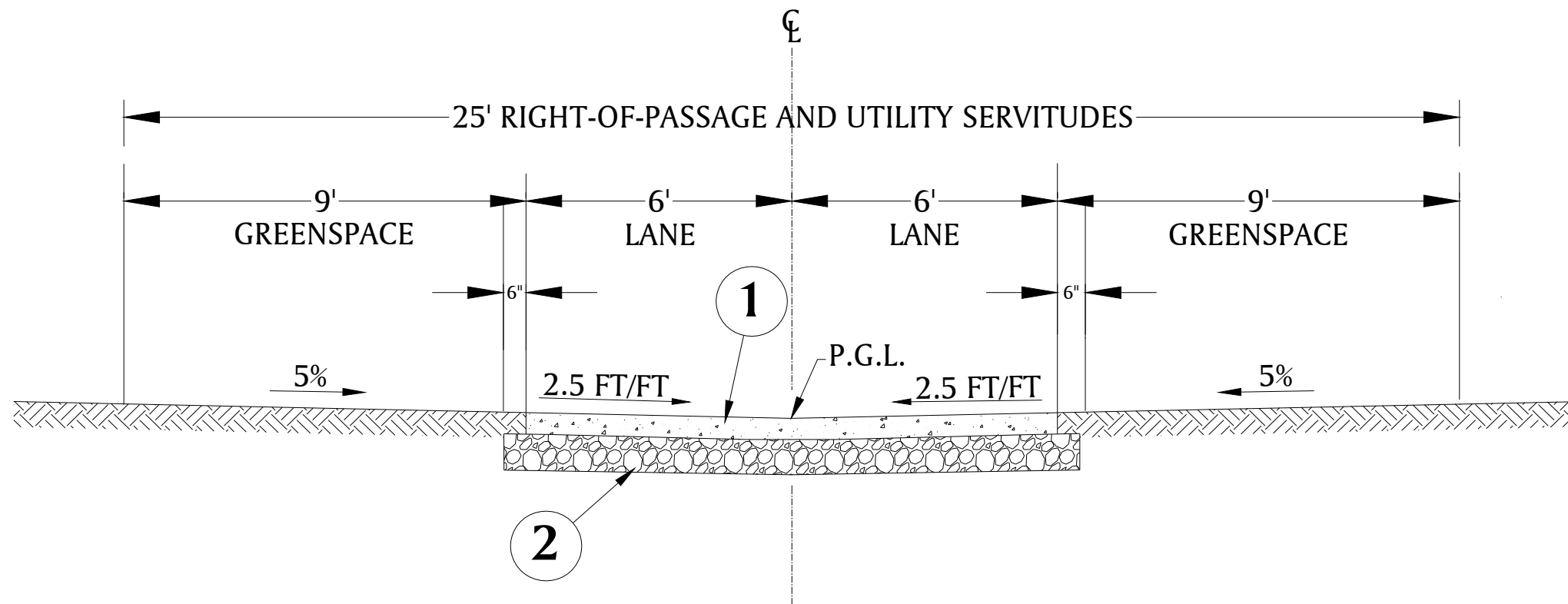
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- 1- Required 1-1/2-Inch Asphaltic Concrete Wearing Course Type 1, 2, or 3 with AC-30.
 - 2- Required 12-Inch Soil Cement Base (Minimum 8-Percent By Volume*) (Lime Treatment as Required*).
 - 3- All Proposed Utility Locations are to be Depicted on the Typical Section or the Plans.
 - 4- Compact Soil Under Curb to 95-Percent Standard Proctor.
- *To Be Determined By Independent Laboratory Testing.

Figure 3 TYPICAL SECTION - RESIDENTIAL ALLEY

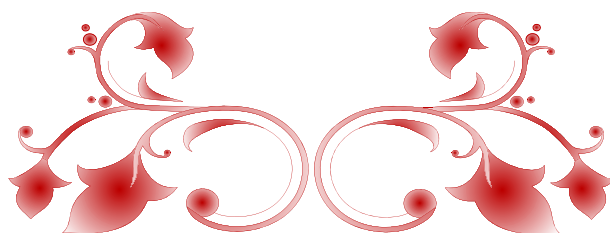
(Not to Scale)



- 1- Required 6-Inch Portland Cement Concrete Pavement with 6 x 6 x 6 Wire Mesh.
- 2- Required 6-Inch Class II Base Course (Crushed Stone).
- 3- All Proposed Utility Locations are to be Depicted on the Typical Section of on the Plans.



**SUBDIVISION ORDINANCE
REVIEW CHECK LIST 1**



REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

I. PRELIMINARY PLAT REVIEW

A. The Plat (Two Copies Shall Be Provided) Shall Show the Following Data:

- Existing Property Lines.
- North Arrow and Scale.
- Existing Topographic Information (Streets, Buildings, Drainage Ditches, Utilities, Storm Drainage Facilities, Easements, Other Existing Features Within Area to Be Subdivided).
- Names of Adjoining Property Owners.
- Location and Dimensions of All Streets and Alleys, Lots, Easements.
- Name of Subdivision, Owner's Name and Address, Developer's Name and Address, Engineer and/or Surveyor's Name and Address.
- Party/Agency Responsible for Perpetual Maintenance of All Proposed Utilities.
- Base Flood Elevation Data Including Firm Panel Number, Effective Date of Firm, Zone Designations(s) and Special Flood Hazard Area (SFHA Base Flood Elevation(s) if Determined. If the SFHA Base Flood Elevation is Not Determined, a BFE must be Requested from the Army Corps of Engineers Through the Vermilion Parish Floodplain Administrator. The Response Letter from the Floodplain Administrator and/or the Corps of Engineers Shall Accompany the Plat. If the Development Lies in Two or More Zones, the Approximate Location of the Floodplain Boundary Lines Shall Be Indicated.
- Location and Width of Sidewalk, if Proposed (Refer to Section 7.B.11 of the Ordinance for Standards).

B. The Plat Shall Be Accompanied with the Following Information and/or Data Either Shown on the Plat or in a Separate Attachment:

- The Type of Sanitary Sewer System (Refer to Section 8.I of the Ordinance for Requirements).
- The Type of Water System (Refer to Section 8.J of the Ordinance for Requirements).
- The Type of Storm Drainage System (Refer to Section 8.G of the Ordinance for Requirements).
- The Type of Street Improvements (Refer to Section 7.B, Section 8.B, and Section 8.C of the Ordinance for Standards and Requirements). Developer Should Be Aware of the Warranty Associated with the Dedication of Streets and Drainage as Outlined in Section 15.A of the Ordinance.
- The Type of Other Utilities and Improvements.

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

- The Louisiana One Call (811) Ticket Number to Show Research Has Been Performed in Order to Determine if Existing Utilities and/or Pipelines are Located Within the Property Boundaries. If So, a Letter of No Objection from the Facility Owner(s) Shall Accompany the Preliminary Plat.

Please Indicate Ticket Number: _____

- Approval of the Proposed Methods of Water Supply and Sewage Disposal for the Lot Sizes Shown from the Vermilion Parish Board of Health and/or the Department of Health and Hospitals Including Approval of the Proposed Effluent Discharge and Drainage Plan.
- Evidence (copy of letter) That Affected Drainage Districts, Water Districts, Etc., Within the Location of the Subdivision Have Been Contacted to Either Provide Service or Approval of the Proposed Utility Facilities and/or Proposed Maintenance Easements, When Applicable.
- Coastal Use Permit from DNR and the USACE When Development is Within the Coastal Zone and/or if the Property Contains Wetlands.
- Evidence (copy of letter) That a Review of the Preliminary Plat Was Requested from the Vermilion Parish Floodplain Administrator for Compliance with Vermilion Parish Flood Damage Prevention Ordinance.
- Statement from Developer Regarding the Impact of the Proposed Subdivision on Neighboring Property and Infrastructure, in Accordance with Section 7.A.1 of the Ordinance.
- Review Fees in the Amount of \$300.00 or \$1.50 per Lot, Whichever is Greater. If a Second Review is Required, Additional Fees at \$100.00 per Hour Will Apply.

I, _____ certify that all information above has been checked () and are shown on the plat or in a separate attachment submitted herewith.

Signed: _____

License Number: _____

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

II. STORM WATER MANAGEMENT PLAN REVIEW

The Following Information/Data (one copy shall be provided) Shall Be Submitted:

- A Drainage Area Map Indicating the Drainage Areas (DA) Involved/Affected, the Acreage in Each DA, the Slope of Each DA to the Entry Point and/or Exit Point of the Development.
- Drainage Impact Analysis Report in Accordance with Section 4.B.2 and Section 4.B.3 of the Ordinance Showing at Least the Following:
 - Cubic Feet per Second (CFS) of Storm Water at Each Development Entry Point.
 - CFS of Storm Water at Each Development Exit Point.
 - Maximum Capacity, in CFS, of Existing and Proposed Drainage Structures Within the Development.
 - Capacity of All Ditches, Culverts, Sub-Surface and Surface Drainage Structures That Will Be Utilized by New or Re-Located Outfall Points Downstream of the Development to the First Outfall, Coulee, Canal, or River (Refer to Section 4.B.2.b of the Ordinance).
 - Report Summary: The Effect of the Proposed Construction on Upstream and Downstream Areas.
 - Report Design Criteria: Description of Methodology, Data and Assumptions Used.
 - Ponding, Retention, or Detention of Storm Water Evaluation (Refer to Section 8.D, Section 8.E of the Ordinance [for non-residential], or Section 8.F of the Ordinance [for residential]). The Developer Should be Aware of the Maintenance Requirements Regarding the Storm Water Management Facilities as Outlined in Section 8.E.5 or Section 8.F.6 of the Ordinance.
 - Location, Description, and Elevation of All Permanent and Temporary Benchmarks Used for the Drainage Study and to Be Used for the Development Construction.
 - Review Fees in the Amount of \$200.00 or \$2.00 per Lot, Whichever is Greater. If a Second Review is Required, Additional Fees at \$100.00 Will Apply.

I, _____ certify that all information above has been checked () and are shown on the storm-water management plan submitted herewith.

Signed: _____

License Number: _____

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

III. PLANS AND SPECIFICATIONS AND CONSTRUCTION IMPROVEMENTS REVIEW

A. Plans and Specifications - the Following Information/Data or Items (Two Copies Shall Be Provided) Shall Be Submitted for Review:

- Plans and Specifications Prepared by a Licensed Engineer Showing at Least the Following:
 - Contours with Intervals Every 2-Feet or Elevations on a 100-Foot Square Grid.
 - Grades of Proposed Drainage and Streets and the Width and Type of Pavements.
- Grades, Locations, and Type of the Following Facilities, Where Applicable:
 - Sanitary Sewers and Treatment Facilities.
 - Water Supply and/or Water Mains and Hydrants.
 - Gas Mains.
 - Electrical Distribution System and Lighting.
 - Cable TV.
 - Other Proposed Utilities.
 - Storm Water Drainage.
- Other Proposed Improvements (sidewalks, ponds, etc.).
Note: Utility Company Plans May Be Submitted for Review or Shown in Detail on the Plans and Specifications.
- An Elevation Detail, in Cases Where Utility Facilities Cross Each Other, to Address Grade Conflicts at Said Location(s) of Each Utility Affected.
- Vermilion Parish Board of Health and/or Department of Health and Hospitals Approval of the Design Plans and Specifications of the Water and Sewerage Facilities, If Not Previously Provided under Preliminary Review.
- Specifications Shall Require a 1-Year Maintenance Bond from the Contractor for 100-Percent of the Cost of the Improvements in Accordance with Section 15.A of the Ordinance.
- Review Fees in the Amount of \$400.00 or \$3.00 per Lot, Whichever is Greater. If a Second Review is Required, Additional Fees at \$100.00 Will Apply.

I, _____ certify that all information above has been checked (☐) and are shown on the plans and specifications submitted herewith.

Signed: _____

License Number: _____

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

B. Construction Improvements

Upon VPPJ Approval of the Plans and Specifications and upon Completion of Construction, the Following Will Be Required:

- Preconstruction Soil Analysis Testing and Construction Quality Assurance Testing Results from an Independent Testing Laboratory Related to Surfacing and Base Course Design and Construction per Section 8.B and/or Section 8.C of the Ordinance and Compaction Test Results for Crossings Within the Public Right-of-Way in Accordance with Section 8.G.7 of the Ordinance.
- A Written Request for an Inspection of the Improvements and a Written Certification by the Design Engineer That All Construction is in Accordance with the Approved Plans and Specifications (all construction, including final dress-up, shall be completed prior to requesting an inspection).
- If the Construction is Conditionally Approved, Any Deficiencies Shall Be Addressed Prior to Requesting Final Subdivision Approval.
- Review Fees in the Amount of \$60.00 per Man-Hour for Actual Time Spent. If a Second Review is Required, Additional Fees at \$100.00 Will Apply (fees will be calculated by the Parish Engineer and the Developer or Design Engineer will be notified in order that fees may be submitted at the time of the Final Plat Review).

I, _____ certify that all information above has been checked (☐) and are submitted herewith.

Signed: _____

License Number: _____

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

IV. FINAL PLAT REVIEW

A. The Plat (Eight (8) Copies Shall Be Provided) Shall Show the Following Data:

- Title under Which the Subdivision is to Be Recorded.
- Name, Address, and Telephone Number of the Owner and Developer.
- Name, Address, and Telephone Number of the Surveyor Preparing the Plat.
- North Arrow and Scale.
- Names of Adjoining Property Owners.
- Boundaries of the Property, the Lines of All Drainage Easements, All Streets and Alleys with Their Widths and Names (the Developer is responsible for verifying that the street names are approved by the 911 Office), and Any Other Portions Intended to Be Dedicated to Public Use (or those to remain private shall be so noted).
- The Angle of Departure from One Street or Alley to Another for Branching Streets.
- The Lines of Existing Adjoining Streets and Alleys with Their Widths and Names.
- All Lot Lines, Lot Numbers, and Utility Easements Shall Be Shown and Determined by Measurements.
- The Location for Placement of All Proposed Utilities and Sidewalks, Within the Utility and/or Sidewalk Easements, Shall Be Depicted on the Typical Roadway Section and/or Plan.
- The Bearing and Distance Necessary for Locating the Subdivision Boundary in Relation to Some Section, Quarter Section, or Other Established Corner and/or Line.
- The Bearings and Distances of the Drainage Easements, Streets, Alleys, Lots, Utility Easements, or Other Tracts or Areas Expressed in Feet and Decimals of a Foot.
- Radii, Points of Tangency, and Central Angles for All Curves and Rounded Corners.
- Locations and Description of All Monuments and Benchmarks (of iron or concrete) Shall Be Located at All Corners and All Angle Points on the Subdivision Boundary.
- Iron Pipes Shall Mark All Drainage Easements, Streets, Alleys, Lots, Intersections, Angle Points, and Other Tract Corners.
- Stamp/Signature of Licensed Registered Surveyor Preparing the Plat.

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

- Class "C" Stamped Survey Certification.
- Building Set Back Lines (Refer to Section 7.C.5 of the Ordinance).
- Written Approval of the Vermilion Parish Flood Plain Administrator That Plat is in Compliance with Provisions of the Vermilion Parish Flood Damage Prevention Ordinance (refer to Section 3.B and Section 8.H.2 of the Ordinance for details and other information related to commercial, industrial, or other non-residential structures and mobile home requirements).
- Required Sizes of Driveway Culverts for Open Ditch Sections and a Note Indicating That the Property Owner must Obtain a Driveway Permit from the VPPJ (or LA-DOTD for State Highways) Prior to Installation of Culverts in the Right-of-Way.
- Owner Certification (Refer to Section 6.A.13 of the Ordinance).
- Total Acreage, Number of Lots, Minimum Lot Frontage and Area, Vicinity Map, Utility Legend, BFE (include Panel Number).
- For Limestone Roadways Being Dedicated, the Statement Shown in Section 8.B of the Ordinance Shall Be Shown on the Final Plat.
- Access Easement to Storm Water Management Facilities, Where Applicable.
- For Open Ditch Storm Water Drainage System Designs, the Statement Found in Section 8.G.8 of the Ordinance Shall Be Shown on the Plat.
- For Subsurface Drainage System Designs, the Statement Found in Section 8.G.9 of the Ordinance Shall Be Shown on the Plat.
- For Private Roads, the Statement Shown in Section 8.15.C of the Ordinance Shall Be Included on the Final Plat, if the Private Road Does Not Meet the Minimum Standards of a Public Road in Accordance with the Ordinance.

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

B. The Plat Shall Be Accompanied with the Following Information and/or Data Either Shown on the Plat or in a Separate Attachment:

- Copies of Agreement/Contracts for the Operation and Perpetual Maintenance of All Utilities, Sidewalks, and Storm Water Management Facilities.
- Restrictive Covenants: This Document Shall Address the Following in Accordance with the Ordinance:
 - Dedication of Public Street Right-of-Ways, Utility Easements, Sidewalk Easements, Drainage Easements, Etc., as the Case May Be.
 - Perpetual Maintenance, Liability, and Enforcement Action Concerning Sidewalks, if Applicable (Refer to Section 7.B.11 of the Ordinance).
 - Recommended Standards and Liability Concerning Mailboxes Within the Public Right-of-Way (Refer to Section 7.B.12 of the Ordinance).
 - Responsibility of the Property Owners for Maintenance of the Shoulder of the Roadway (Refer to Section 7.B.12 of the Ordinance).
 - Maintenance of Common Areas, Parks, Physical Facilities, Community Sewer Treatment/Collection Systems and/or Water Supply/Treatment Systems (Refer to Section 8.A of the Ordinance).
 - For Limestone Roadways Being Dedicated, the Statement Shown in Section 8.B of the Ordinance Shall Be Included in the Restrictive Covenants.
 - Maintenance of Storm Water Management Facilities per Section 8.E.5, Section 8.F.6, and Section 8.F.8 of the Ordinance.
 - Where All or Part of the Subdivision is in a Special Flood Hazard Area, the Statement Found in Section 8.H.4 of the Ordinance Shall Be Included in the Restrictive Covenants.
 - If Applicable, Perpetual Maintenance of Community Sewer Collection and Treatment Systems.
 - For Individual Sewerage Systems Approved by the Board of Health, the Statement Referred to under Section 8.I.d of the Ordinance Shall Be Included in the Covenants.
 - If Applicable, Perpetual Maintenance of a Community Water Supply and Treatment System.
 - For Private Roads, the Statement Shown in Section 15.C of the Ordinance Shall Be Included in the Covenants if the Private Road Does Not Meet the Minimum Standards of a Public Road in Accordance with the Ordinance.
- For Public Water Supplies, an Agreement with the Public or Private Water District (or system) Shall Be Provided.
- A Copy of Letter(s) from the Engineer of Record Certifying That the Water Facilities and Sewerage Facilities Have Been Constructed in Accordance with the Plans and Specifications Approved by the Department of Health and Hospitals.
- A Letter from the Engineer of Record Certifying That All Construction in the Subdivision is in Accordance with the Approved Plans and Specifications.
- Review Fees in the Amount of \$400.00 or \$3.00 per Lot, Whichever is Greater. If a Second Review is Required, Additional Fees at \$100.00 Will Apply.

REVIEW CHECK LIST 1

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

C. Dedication of Streets and Drainage


- An Act of Dedication Document Shall Accompany the Final Plat Along with the Following Warranty/Maintenance Bonds for a Period of 3-Years for All New Improvements in the Subdivision Following Final Approval and Beginning on the Date the Acceptance is Recorded with the Vermilion Parish Clerk of Court by the VPPJ:
 - Documentation That the Contractor Has Provided to the Developer a 1-Year Maintenance Bond* for the Construction of Said Improvements for the Total Cost of the Improvements.
 - A Maintenance Bond* in Favor of the VPPJ in the Amount of 50-Percent of the Total Cost of the Improvements for the Second Through the Third Years from the Date of the Recorded Acceptance.
- One, Two, and Three Year Warranty Inspection Fees in the Amount of \$60.00 per Man-Hour for Actual Time Spent. If a Second Review is Required, Additional Fees Will Apply (fees will be calculated by the Parish Engineer and the Developer will be notified in order that fees may be submitted and deficiencies, if any, corrected prior to the establishment of the start of perpetual maintenance of the improvements by the VPPJ following the first year in accordance with Section 15.A of the Ordinance or prior to the release of the maintenance bond after year two and year three).

* Surety Bond, Cash, Certified Check, Money Order, Letter of Credit, Mortgage of Unencumbered Property, Etc., in Favor of and Accepted by the VPPJ. Maintenance Bond Shall Further Hold the VPPJ Harmless for Any and All Improvement Deficiencies in the Amounts Established Herein for a Total of 3-Years Following the Date of Acceptance.

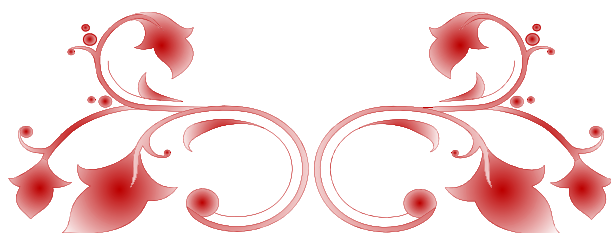
I, _____ certify that all information above has been checked (☐) and are shown on the plat or in a separate attachment submitted herewith.

Signed: _____

License Number: _____



**SUBDIVISION ORDINANCE
REVIEW CHECK LIST 2**



REVIEW CHECK LIST 2

FOR PARTITIONS AND MANUFACTURED HOME PARKS OF 5-LOTS OR LESS WITH NO IMPROVEMENTS

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

Excerpt from the Adopted Vermilion Parish Subdivision Ordinance, Section 3-B: For subdivisions or manufactured home parks with five (5) or less lots which provide for the partition of land for the purpose of sale where no improvements to the property are required due to the property being adjacent to an existing public road or an existing private road and utility facilities are accessible to serve the lots, plots or parcels, only a final plat review and a Drainage Impact Analysis Report will be required.

I. FINAL PLAT

A. The Plat (Eight (8) Copies Shall Be Provided) Shall Show the Following Data:

- Title (Grantor's Name) under Which the Subdivision Is to Be Recorded.
- Name, Address, and Telephone Number of the Owner and Developer.
- Name, Address, and Telephone Number of the Engineer or Surveyor Preparing the Plat.
- North Arrow and Scale.
- Names of Adjoining Property Owners.
- Existing Property Lines.
- Building Set Back Lines (Refer to Section 7.C.5).
- Existing Topographic Information (Streets, Buildings, Drainage Ditches, Utilities, Storm Drainage Facilities, Easements, Other Existing Features Within Area to Be Subdivided).
- Location and Dimensions of All Streets and Alleys, Lots, Easements.
- Party/Agency Responsible for Perpetual Maintenance of All Proposed Utilities.
- Base Flood Elevation Data Including FIRM Panel Number, Effective Date of FIRM, Zone Designations(s) and Special Flood Hazard Area (SFHA Base Flood Elevation(s) if Determined. If the SFHA Base Flood Elevation is Not Determined, a BFE must Be Requested from the Army Corps of Engineers through the Vermilion Parish Floodplain Administrator. The Response Letter from the Parish Floodplain Administrator and/or the Corps of Engineers Shall Accompany the Plat. If the Development Lies in Two or More Zones, the Approximate Location of the Floodplain Boundary Lines Shall be Indicated.
- The Lines of Existing Adjoining Streets and Alleys with Their Widths and Names.
- All Lot Lines, Lot Numbers and Utility Easements Shall Be Shown and Determined by Measurements.
- The Bearing and Distance Necessary for Locating the Subdivision Boundary in Relation to Some Section, Quarter Section or Other Established Corner and/or Line and Parish Boundary.

REVIEW CHECK LIST 2

FOR PARTITIONS AND MANUFACTURED HOME PARKS OF 5-LOTS OR LESS WITH NO IMPROVEMENTS

(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

- The Bearings and Distances of the Drainage Easements, Streets, Alleys, Lots, Utility Easements or Other Tracts or Areas Expressed in Feet and Decimals of a Foot.
- Radii, Points of Tangency and Central Angles for All Curves and Rounded Corners.
- Locations and Description of All Monuments and Benchmarks (Of Iron or Concrete) Shall Be Located at All Corners and All Angle Points on the Subdivision Boundary.
- Iron Pipes Shall Mark All Drainage Easements, Streets, Alleys, Lots, Intersections, Angle Points, and Other Tract Corners.
- Stamp/Signature of Licensed and Registered Engineer or Surveyor Preparing the Plat.
- Class "C" Stamped Survey Certification.
- Required Sizes of Driveway Culverts for Open Ditch Sections and a Note Indicating That the Property Owner must Obtain a Driveway Permit from the Parish (or LA-DOTD for State Highways) Prior to Installation of Culverts in the Right-of-Way.
- Owner Certification (Refer to Section 6.A.13).
- Total Acreage, Number of Lots, Minimum Lot Frontage and Area, Vicinity Map, Utility Legend, BFE (Include Panel Number).
- For Open Ditch Storm Water Drainage System Designs, the Statement Found in Section 8.G.8 Shall Be Shown on the Plat.
- For Subsurface Drainage System Designs, the Statement Found in Section 8.G.9 Shall Be Shown on the Plat.
- The Type of Sanitary Sewer System (Refer to Section 8.I for Requirements).
- The Type of Water System (Refer to Section 8.J for Requirements).
- The Type of Storm Drainage System (Refer to Section 8.G for Requirements).
- The Type of Other Utilities and Improvements.
- The Louisiana One Call (811) Ticket Number to Show Research Has Been Performed in Order to Determine If Existing Utilities and/or Pipelines are Located Within the Property Boundaries. If So, a Letter of No Objection from the Facility Owner(s) Shall Accompany the Preliminary Plat.

Please Indicate Ticket Number: _____

REVIEW CHECK LIST 2

FOR PARTITIONS AND MANUFACTURED HOME PARKS OF 5-LOTS OR LESS WITH NO IMPROVEMENTS
(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

B. The Plat Shall Be Accompanied with the Following Information and/or Data Either Shown on the Plat or in a Separate Attachment:

- Evidence (copy of letter) That the Affected Drainage Districts, Water Districts, Etc., Within the Location of the Subdivision Have Been Contacted to Either Provide Service or Approval of the Proposed Utility Facilities and/or Proposed Maintenance Easements, When Applicable.
- Permit from the USACE if the Development is Located on Property That Contains Wetlands.
- Statement from Developer Regarding the Impact of the Proposed Subdivision on Neighboring Property and Infrastructure, in Accordance with Section 7.A.1 of the Ordinance.
- For Public Water Supplies, an Agreement with the Public or Private Water District (or System) Shall Be Provided.
- Review Fees in the Amount of \$400.00 or \$1.50 per Lot, Whichever is Greater. If a Second Review Is Required, Additional Fees Will Apply.

I, _____ certify that all information above has been checked () and are shown on the plat or in a separate attachment submitted herewith.

Signed: _____

License Number: _____

REVIEW CHECK LIST 2

FOR PARTITIONS AND MANUFACTURED HOME PARKS OF 5-LOTS OR LESS WITH NO IMPROVEMENTS
(To Be Filled-In By Engineer or Surveyor Requesting Review on Behalf of Owner/Developer, Version 05/15/2017)

II. STORM WATER MANAGEMENT PLAN REVIEW

The Following Information/Data (1-copy shall be provided) Shall Be Submitted:

- A Drainage Area Map Indicating the Drainage Areas (DA) Involved/Affected, the Acreage in Each DA, the Slope of Each DA to the Entry Point and/or Exit Point of the Development.
- Drainage Impact Analysis Report in Accordance with Section 4.B.2 and Section 4.B.3 of the Ordinance Showing at Least the Following:
 - Cubic Feet per Second (CFS) of Storm Water at Each Development Entry Point.
 - CFS of Storm Water at Each Development Exit Point.
 - Maximum Capacity, in CFS, of Existing and Proposed Drainage Structures Within the Development.
 - Capacity of All Ditches, Culverts, Sub-Surface and Surface Drainage Structures That Will Be Utilized by New or Re-Located Outfall Points Downstream of the Development to the First Outfall, Coulee, Canal, or River (Refer to Section 4.B.2.b of the Ordinance).
 - Report Summary: The Effect of the Proposed Construction on Upstream and Downstream Areas.
 - Report Design Criteria: Description of Methodology, Data and Assumptions Used.
 - Ponding, Retention, or Detention of Storm Water Evaluation (Refer to Section 8.D, Section 8.E of the Ordinance [for non-residential], or Section 8.F of the Ordinance [for residential]). The Developer should be aware of the maintenance requirements regarding the storm water management facilities as outlined in Section 8.E.5 or Section 8.F.6 of the Ordinance.
 - Location, Description, and Elevation of All Permanent and Temporary Benchmarks Used for the Drainage Study and to Be Used for the Development Construction.
 - Review Fees in the Amount of \$200.00 or \$2.00 per Lot, Whichever is Greater. If a Second Review is Required, Additional Fees at \$100.00 Will Apply.

I, _____ certify that all information above has been checked (input type="checkbox"/>) and are shown on the storm-water management plan submitted herewith.

Signed: _____

License Number: _____

