

Ascension Parish Planning & Zoning Commission



TND General Implementation Plan Submittal Checklist

Project Name: _____

Date Submitted: _____ Consultant: _____

The following information is required on all TND General Implementation Plan Submittals.

I. Existing Site Conditions Map: This map or series of maps shall be drawn to a scale determined by the Planning Commission Staff and shall indicate:

- Title of the TND and name of developer _____
- North arrow, graphic scale, and date _____
- Vicinity map (this may be shown on the cover sheet) _____
- A general location quadrangle map encompassing a one (1) mile radius showing the relationship of the site to such external facilities as highways, shopping areas, and cultural complexes _____
- Boundary lines and existing improvements _____
 - 1. All existing streets and buildings _____
 - 2. Existing and proposed major streets _____
 - 3. Water courses _____
 - 4. Easements _____
 - 5. Section lines _____
 - 6. Any unique physical features within the proposed project _____
- Existing topography (latest U.S. Department of the Interior Geological Survey seven and one half minute series reproduced to scale of other use data will be acceptable) _____
 - 1. Flood Zone designation and delineate on map if more than one zone applies _____
 - 2. 100 Year Base Flood Elevation (if not in flood zone, list the nearest adjacent) _____
 - 3. Inundation (if available) _____
 - 4. Additionally a statement shall be lettered on the Concept Plan setting forth these facts. _____
- The location and size (as appropriate) of all existing drainage, water, sewer, and other utility provisions _____
- Land Characteristics (pasture, woodland, etc.) _____
- The location and function of all other existing public facilities, which would serve the site such as schools, parks (within a one (1) mile radius), and fire stations. Notation of this information is acceptable. _____
- An aerial photograph to a scale of 1 inch equals 200 feet taken within twenty-four (24) months of the application _____
- Existing contours shown at a maximum contour interval of one (1) feet (Latest LIDAR is acceptable) _____

II. General Implementation Plan: This plan shall be prepared at the same scale as the above existing site conditions map and shall indicate:

- A general plan for the use of all lands within the proposed TND. Such plans shall indicate the general function and extent of all components or units of the General Implementation Plan, including the following: _____
 - 1. Specify the types of area/district within the TND _____
 - a. Neighborhood Center or Town Center/Village Center (required) _____
 - b. Mixed Residential Area (required) _____
 - c. Neighborhood Edge Area _____
 - d. Civic Spaces _____
 - e. Common Open Space _____



- 2. Indicate on plans low, medium, and high density residential areas _____
- 3. Indicate the proposed density for each category _____
- 4. Indicate office, commercial and industrial uses (indicate proposed intensity (square footage per acre) of all nonresidential uses) _____
- 5. Indicate Common Open Space Provisions. Common Open Spaces must satisfy the following minimum criteria (minimum twenty (20%) percent of gross acreage of the TND District) _____
 - a. Total Common Open Space is minimum twenty (20%) percent of gross acreage of the TND District _____
 - b. At least twenty-five (25%) percent of the Common Open Space must be dedicated to the public as parkland _____
 - c. Ninety (90%) percent of the lots within the areas devoted to mixed residential uses shall be within ½ mile or a 15 minute walk from Common Open Space _____
 - d. Common Open Space must satisfy Section 1.04, Part E _____
- Development Units (Single-family detached dwellings shall account for at least fifty (50%) of the total number of residential units within the TND district. Two-family units, Townhomes, and multi-family units shall comprise less than fifty (50%) of units within the TND district _____
 - 1. In areas devoted to mixed residential uses:
 - a. Maximum number of single-family attached and detached units is 5 – 8± dwelling units per net acre _____
 - b. Maximum number of multi-family units is 8 - 40 dwelling units per net acre _____
 - c. The number of secondary dwelling units shall not be comprised of more than ten (10%) percent of the total number of single-family attached and detached units _____
 - 2. In areas devoted as mixed areas:
 - a. Maximum number of single-family attached and detached units is 5-8 dwelling units per net acre plus an additional number of units not to exceed ten (10%) percent _____
 - b. Maximum number of multi-family units is 8 - 40 dwelling units per net acre plus an additional number of units not to exceed ten (10%) percent _____
 - c. All dwelling units constructed above commercial uses shall be permissible in addition to the number of dwelling units authorized under Section 1.04 as long as the total number of dwelling units is not increased by more than 10 units or ten (10%) percent, whichever is greater. _____
 - d. The total ground floor area of nonresidential development uses, including off-street parking areas, shall not exceed twenty-five (25%) percent of the TND District. _____
- Indicate current zoning of adjacent properties on all plan sheets _____
- Indicate the proposed methods for handling offsite storm water and the proposed outfall locations _____
- If this development is to be built in Phases than, delineate the boundaries. All data that is required for the project, as a whole, is required for each Phase. _____
- Lot and Block Standards
 - 1. Block's Perimeter depths and lengths _____
 - 2. Block lengths are less than 2000 ft in perimeter _____
 - 3. Blocks longer than 500 ft are traversed near the midpoint by a pedestrian path _____
 - 4. Lot widths _____
 - 5. Front building Setbacks for Mixed Used Areas (no minimum) _____
 - 6. Front Building Setbacks for Mixed-Residential Uses _____
 - a. 0-25 ft for Single-family detached _____
 - b. 0-15 ft for Single-Family attached and multifamily _____
 - 7. Rear Building Setbacks for the principle building on lots devoted to single-family detached residences is greater than thirty (30) feet from the rear lot line _____



- 8. Reciprocal access easement and pedestrian access to the rear yard for zero (0) lot-line single-family dwellings _____
- A separate sketch plan for pedestrians and vehicular circulation showing/noting:
 - 1. the general locations and rights-of-way, widths and the general design capacity of the system as well as access points to the major thoroughfare per Table 1 of the TND ordinance _____
 - 2. the preservation and enhancement of any existing pedestrian routes _____
 - 3. that all streets, except for alleys, are bordered by sidewalks on both sides per Table 1 _____
 - 4. that in residential areas, all dwelling entrances are connected to the adjacent public sidewalk with clear and well-lighted sidewalks _____
 - 5. the sidewalks are separated at least seven (7') feet from the curb _____
 - 6. that in mixed-use areas, clear and well-lighted walkways connect building entrances to the adjacent public sidewalk and associated parking areas _____
 - 7. that intersections of sidewalks with thoroughfares are well lit and clearly marked with contrasting paving materials at the edges or with striping _____
 - 8. that bicycle circulation is accommodated on streets and/or dedicated bicycle paths _____
 - 9. the provisions for minimizing conflicts with pedestrians and bicycles _____
 - 10. thoroughfares and utilities in TND Districts are connected to existing thoroughfares and utilities, or dead-end stubs that are intended for connection to future thoroughfares _____
 - 11. the longest distance for a resident to an existing or proposed commercial, civic, or open open space area (should be approximately ½ mile or a 15 minute walk) _____
 - 12. Where public transit service is available or planned, convenient Access to Transit Stops shall be provided. Where transit shelters are provided, they shall be placed in highly visible locations that promote security through surveillance, and shall be well lighted. _____
- Notes to be placed on the plans
 - All utilities are placed underground and/or shall run within Alley Easements _____
 - Conditions, covenants, and restrictions for all the property within a TND District must be filed in the Parish records by the Owner before a Lot is sold and/or a Building permit is issued. _____
 - In addition to other terms and conditions acceptable to the applicant, the conditions, covenants, and restrictions must create one (1) or more property owners Associations with mandatory membership for each property Owner, governed by Articles of Incorporation and Bylaws, which shall:
 - a. be organized by the applicant and operated with a financial subsidy from the applicant before the sale of any Lots within the TND District;
 - b. provide for the conditions and timing of transferring control of the Association from the applicant to the property Owners;
 - c. be responsible for maintenance of insurance and taxes on all Common Open Space, enforceable by liens placed on the Association by the Parish, as provided in the Association Bylaws;
 - d. at all times, cause all Owners to have Access to the Common Open Space within the TND District;
 - e. establish architectural standards that are in conformity with the requirements of this ordinance which shall be subject to review and approval by the Board of Directors of the Association or the Architectural Control Committee, as described below;
 - f. create an Architectural Control Committee to review Development for compliance with the architectural standards, to issue certificates of approval, and to review and approve the Development's architect, designer, and/or other professionals contributing to the Development;
 - g. provide for the ownership, Development, management, and maintenance of private open space (except plazas owned by individual property Owners), community parking facilities, community meeting hall, and other common areas;



- h. provide for a maintenance program for all property within the TND, including landscaping and Trees within the streetscape;
- i. require the collection of assessments from members in an amount sufficient to pay for its functions; and
- j. be effective for a term of not less than fifty (50) years.

III. General Description:

- A general description of the proposed TND shall include the following: _____
 - 1. The total acreage involved in the project. _____
 - 2. The number of acres devoted to the various categories of land use shown on the General Implementation Plan, percentage of total acreage represented by each category of use and component of development, plus an itemized list of uses proposed for each of the components which shall be the range of uses permitted for that section of the TND. This may be satisfied by a reference to all authorized uses within an existing zoning classification. _____
 - 3. Number of buildings _____
 - 4. The total number of residential units proposed for the project _____
 - 5. Density (residential units) _____
 - 6. The total square footage of office/commercial/industrial buildings proposed for the project _____
 - 7. Front, rear, and side building setbacks _____
 - 8. Minimum lot sizes _____
 - 9. State if this development is to be built in phases. If so, then provide all of the required data (items 1-8) for each phase. _____
 - 10. Architectural Drawings or renderings that address and/or satisfy the following:
 - a. Historic or architecturally significant existing structures are protected from demolition or encroachment by incompatible structures for landscape development _____
 - b. New structures in single-family residential are no more than three (3) stories _____
 - c. New structures in commercial, multi family residential or mixes use are no more than five (5) stories _____
 - d. Entries, facades, windows, doors, and roofs _____
 - 1. The architectural features, materials, and the articulation of a facade of a Building shall be continued on all sides visible from a public Thoroughfare. _____
 - 2. The front facade of the Principal Building on any Lot in a TND District shall face onto a public Thoroughfare. _____
 - 3. The front facade shall not be oriented to face directly toward a parking Lot. _____
 - 4. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements shall define the front entrance to all residences. _____
 - 5. For commercial Buildings, a minimum of fifty (50%) percent of the front facade on the ground floor shall be glass (transparent), including window or door openings allowing views into and out of the interior. _____
 - 6. New Structures on opposite sides of the same Thoroughfare should follow similar design guidelines. This provision shall not apply to Buildings bordering civic Uses _____
 - 7. Building and parking placement within the Neighborhood Center, or Town Center, should be arranged to create appropriately scaled continuous Building facades with as few non- pedestrian oriented breaks as possible. _____
 - 8. Building wall materials may be combined on each façade only horizontally, with the heavier generally below the lighter. _____
 - 9. Walls along Thoroughfares shall be made of brick, or block and stucco, or other material to match the facade of the Principal Building. _____



- 10. Windows shall use clear glass panels. _____
- 11. All openings including porches, galleries, arcades and windows, with the exception of storefronts, shall be square or vertical in proportion. _____
- 12. Openings above the first Story shall not exceed fifty (50%) percent of the total Building wall area, with each façade being calculated independently. _____
- 13. The facades on retail frontages shall be detailed as storefronts and glazed no less than fifty (50%) percent of the sidewalk-level Story. _____
- 14. Doors and windows that operate as sliders are prohibited along frontages. _____
- 15. Pitched roofs, if provided, shall be symmetrically sloped no less than 5:12, except that porches may be attached sheds with slopes no less than 2:12. _____
- 16. Flat roofs shall be enclosed by parapets a minimum of forty-two (42") inches high, or as required to conceal mechanical equipment to the satisfaction of the Developer, Board or Directors and Architectural Control Committee. _____
- A statement indicating whether streets or roads (and pedestrian ways as appropriate) are proposed for public ownership and maintenance and whether approval is sought as part of the General Implementation Plan for private roads, if any, within the TND. _____
- A statement indicating what proposed arrangements are made with the appropriate agencies for the provision of needed utilities to and within the TND, including, if appropriate, water supply, treatment and distribution where on site treatment is proposed; storm drainage collection and disposal; electric power, gas, sewage collection, treatment and disposal where on-site treatment is proposed: and communications (telephone, cable television) _____

IV. Submittal:

- Plat (Ten (10) full scale prints, one (1) 11" x 17" reduced print), and one (1) 11" x 17" reduced print submitted in electronic form (.pdf file) _____
- Adjoining Property Owners Form (electronic). The subdivider must submit, in electronic format, a copy of the list indicating the names of the adjacent property owners, addresses and lot and square numbers as shown in the parish assessor's records. Adjacent property owners shall be defined as such under section 20.203(A) of the Ascension Parish Subdivision Regulations. At least fourteen (14) days prior to review and determination by the Commissions, all Abutting property Owners shall be notified by regular mail by the Zoning Official of the Traditional Neighborhood Development and given an opportunity to submit written comments. Notice shall also be published in a newspaper of regular and general circulation in Ascension Parish at least ten (10) days prior to the review. _____
- Review Fees as required by the subdivision ordinance and/or the development code _____
- Checklist that is fully completed and signed and dated by the Surveyor, Engineer, or Architect _____
- Legal Description of Site. This description shall be prepared by a land surveyor and shall be accompanied by a map showing bearings and dimensions at a suitable scale as determined by the Planning Commission Staff for reproduction, advertising and public hearing. _____
- Drainage Impact Study-Drainage Impact Analyses in accordance with the current Drainage Impact Policy. The requirements for the drainage impact study will be determined by the Engineering Reviewing Agency(ERA) at the Pre-Application Conference. The applicant should indicate on a map the methods proposed for handling offsite discharge of storm water. One (1) copy will be submitted to the Zoning Official and one (1) electronic copy will be submitted directly to the ERA _____
- Traffic impact study of the TND project on the surrounding area. The requirements for the traffic study and the intersections that are to be analyzed will be determined by the Engineering Reviewing Agency(ERA) at the Pre-Application Conference. One (1) copy will be submitted to the Zoning Official and one (1) electronic copy will be submitted directly to the ERA _____