St James Parish Family Subdivision Process

Interview **with the Permitting Office and possibly schedule request for the next Planning Commission Meeting.**

Obtain **a plat of the proposed Family Subdivision from a Registered Land Surveyor.**

Planning Commission Meeting
(1st Wed of Month)

Disapproved
Owner: Re-evaluates why request was disapproved and possibly returns to Permitting Office.

Preliminary Approval

Owner: purchases items for streets, water lines, fire hydrant(s), gas lines (if necessary).

Owner: constructs street , subdivide lots, establish drainage as per the approved parish Ordinance and approved plat.

Owner: installs utility lines and fire hydrant(s). Installs approved septic system if necessary.

Final Approval **granted by Planning Commission.**

Owner: files plat in the Clerk of Court Office, goes to Permitting Office to obtain official street name and address.