

Application for Conditional Use Permit

Adopted by Council May 13, 2024



Leesville Planning and Zoning Commission

Planning and Zoning Department
City Hall Building
Leesville, LA 71446
Grant Bush, City Planner
(337) 404-4078

When an applicant is requesting to attend an open meeting held by the Planning and Zoning Commission or have a representative attend in his/her absence to petitioner for a conditional use permit for development.

Conditional Use Permit Application Checklist.

- ✓ \$150 Application Fee. Non-Refundable.
- ✓ Completed Application
- ✓ Detailed description of proposed improvements
- ✓ Plot plans showing dimensions of property, location of existing and proposed buildings, parking areas, walls, fences, etc. (drawn to scale)
- ✓ Proof of ownership of property (attach copy)
- ✓ Photos of proposed structure, including proof of age of the structure (attach copy)
- ✓ Survey of property owners within 600-foot radius of proposed development petitioned (to be done by City Planning Department)
- ✓ Case brief with maps, pictures, history of property, and petitioner's application submitted to Planning and Zoning Commission and City Council Representative of the district in which the property lies.

For further information, contact Grant Bush, City Planner, at 337-404-4078.

Leesville City Hall
Planning and Zoning Department
508 S. 5th St. Leesville, LA 71446



Application for Conditional Use Permit
Application Fee \$150.00
Payable to: City of Leesville
(Paid upon submission of application. Non-Refundable.)

Internal
Use Only

Code: 7950
Price: \$150.00

*Note: The procedure to approve or deny this permit may take 30 to 60 days.

Date of Application: _____

APPLICANT INFORMATION	
Applicant Name:	
Applicant Address:	
Phone:	Email:
Property Address (if different from Applicant Address):	

PROPERTY INFORMATION		
Legal Description of Property:		
Current Zoning Classifications:		
Proposed Use of Site Plan:		
Subdivision:	Parcel #:	
Block:	Lot:	Lot Size:
Proposed Structure Size:		

PROPOSED SITE PLAN MUST BE ATTACHED TO APPLICATION.

I, the undersigned, agree to comply with all applicable zoning ordinances, building codes, and regulations, and affirm that the information provided is accurate and complete. I acknowledge responsibility for all fees and costs associated with the review process. I further understand that all water and sewer connections to any mobile structure(s) must be made directly into the Municipal Utility Systems, and all ordinance provisions must be completed before utility connections are made.

Date of Public Hearing: _____

Applicant Signature

Planning and Zoning Department Use Only

Application Recommended for Approval Denial

Return to City of Leesville Planning Department - City Hall 508 S 5th Street, Leesville, LA 71446