

## MOBILE HOME PARK CHECK LIST

City of Baton Rouge/Parish of East Baton Rouge  
Office of the Planning Commission, 1755 Florida Street, 3rd Floor  
P.O. Box 1471, Baton Rouge, Louisiana 70821

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*The following information is required on all Mobile Home Park site plans  
Please call for an appointment to review your proposal with the staff prior to submitting your application. The Plan  
submitted for approval shall be prepared by one or more persons in the following professions:  
Architecture, Landscape Architecture, Land Planning, or Civil Engineering. (Should place stamp and seal  
on the appropriate drawings)*

- \_\_\_\_\_ 1. **Title** of the Mobile Home Park
- \_\_\_\_\_ 2. **Legal Description** of Property
- \_\_\_\_\_ 3. **Name of owner/subdivider/developer**
- \_\_\_\_\_ 4. **Boundaries** of the Mobile Home Park
- \_\_\_\_\_ 5. **Size of proposal** (min. of 3 acres)
- \_\_\_\_\_ 6. **Max. density** (12 sites per acre)
- \_\_\_\_\_ 7. **Minimum lot size** of 30 feet by 75 feet
- \_\_\_\_\_ 8. **Waivers** : Yes  No
- \_\_\_\_\_ 9. **Prints**: Two (2) full size prints; Three (3) 11 by 17 inch prints  
Following approval : Thirteen (13) full size prints; One (1) 11x17 prints
- \_\_\_\_\_ 10. **Fees**: (see fee schedule)
- \_\_\_\_\_ 11. **Street(s) names** and rights-of-way of all abutting streets
- \_\_\_\_\_ 12. **Zoning District** show zoning classification and boundaries
- \_\_\_\_\_ 13. **Adjacent Subdivisions** show the subdivision name and filing of adjacent subdivisions
- \_\_\_\_\_ 14. **Abutting Lots or Tracts** show lot number or tract name on all abutting land
- \_\_\_\_\_ 15. **Frontage** required on publicly maintained road (min. of 200 feet)
- \_\_\_\_\_ 16. **Private drives** within the trailer park shall be:
  - a) minimum of 23 feet back to back of curb
  - b) minimum of 35 feet width between building lines
  - c) underground storm drainage
  - d) minimum drive pavement construction, 6 inch soil cement base and 1.5 inch asphaltic concrete surface
- \_\_\_\_\_ 17. **Turnarounds** must have a minimum radius of 30 feet (circular turnarounds must be located at rear of property)
- \_\_\_\_\_ 18. **Trailer site**: 2 concrete runners 6 inches thick and concrete pad 4 inches thick 10 feet by 26 feet measured from back of curb at the front of the site
- \_\_\_\_\_ 19. **Refuse containers** (garbage hoppers) min. of 2 for each 20 trailer sites

- \_\_\_\_\_ 20. **Each site** shall be provided: a sanitary sewer connection; public water supply
- \_\_\_\_\_ 21. **Each Mobile Home Park** shall have: a community sewer collection and treatment system; fire hydrants
- \_\_\_\_\_ 22. **Each Mobile Home Park** shall have: a solid fence or wall at least 6 feet high along all sides and rear property lines
- \_\_\_\_\_ 23. **Bufferyards:** Mobile Home Park shall provide a 20 foot side and rear bufferyard when developed adjacent to a residential zoning district or a recognized residential subdivision
- \_\_\_\_\_ 24. **Recreational area** shall be provided for M H P at a rate of 10 percent of the overall all park area, but not required to exceed 1 acre
- \_\_\_\_\_ 25. **Fault Line Identification** Describe all fault lines or other geologic hazards that affect this property and identify these features on the proposed plat. (Use additional sheet if necessary)
- \_\_\_\_\_ 26. **Traffic Impact Statement** Applicant must have a statement from the Department of Public Works confirming that the Traffic Impact requirement has been satisfied prior to being heard at the Planning Commission Meeting. Failure to have the statement prior to the Meeting will result in the items deferral/denial.
- \_\_\_\_\_ 27. **Stormwater Management Plan (SMP)** Section 15.13  
Three (3) sets (submitted to the Planning Commission office) all stamped by the Planning Commission.
- \_\_\_\_\_ 28. **Drainage Impact Study (DIS)** Section 15.15 (If needed)  
Three (3) sets (submitted to the Planning Commission office) all stamped by the Planning Commission.
- \_\_\_\_\_ 29. **Water Quality Impact Study (WQIS)** Section 15.17  
Three (3) sets (submitted to the Planning Commission office) all stamped by the Planning Commission.
- \_\_\_\_\_ 30. **Sewage Treatment**  
\_\_\_\_\_ a. Indicate on the plat the method of sewage treatment  
\_\_\_\_\_ b. The proposed location of the sewage treatment plant

*NOTE: Individual trailer sites may be leased or rented but not subdivided or sold.  
All Mobile Home Park sites shall be subject to: filing the appropriate application and fees, review by Planning Commission Staff, Department of Public Works Staff, Planning Commission public hearing, and Metropolitan Council public hearing if waivers are requested.*