



A-13 Application Street Name Change

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

Note: This is a fill-able PDF. Please see Instructions for filling this application form on page 4

Staff Use Only

Application Fee _____ File Number _____
Receipt Number _____ Meeting Date _____
Application taken by _____

Please Print or Type

1. Name of applicant _____ Daytime Telephone _____
E-Mail Address _____
Business (if applicable) _____
Address _____ City _____ State _____ ZIP _____
2. Name of existing street(s) _____
3. Name of proposed street(s) _____
Subdivision Name (if applicable) _____
Location _____
Identify the subject street (s) on the appropriate lot and block map as an attachment to this application.
4. Specific reason for the requested change _____
5. Number of property owners directly affected by this request _____
6. Petition for Street Name Change
Complete the attached petition for Street Name Change. Failure to provide all information on the petition may delay processing of your application.
7. Number of lots abutting the subject street(s) _____
8. Acknowledgement
In filing this application, I understand that it becomes a part of the public record of the City of Baton Rouge/Parish of East Baton Rouge and hereby certify that all information contained herein is accurate to the best of my knowledge. I certify that this application complies with all subdivision "deed restrictions" pertaining to the subject property within the City of Baton Rouge and Parish of East Baton Rouge. **Also, I understand that the application fee is nonrefundable.** Applications must be received by 10:00 a.m. on the scheduled application deadline.

Signature of Applicant _____ Type or Print Name of Applicant _____ Date _____

Staff Use Only

A. Lot and Block Map Sheet _____

B. Planning District/Subarea _____

C. Council District _____

D. Petition of Majority (50% + 1) _____

E. List of All Abutting Property Owners _____

F. Fee of \$200 Plus \$3 Per Property Owner Along Street _____

G. Agencies to Be Notified By Planning Commission Office:

1. Department Of Public Works _____

2. Emergency Medical Services _____

3. Fire Department _____

4. Fire Protection District _____

5. City Police Department _____

6. E.B.R.P. Sheriff's Office _____

7. Utility Companies _____

Entergy _____

South Central Bell _____

TCI of Louisiana _____

B.R. Water Company _____

Parish Water Company _____

Red Oaks Water Company _____

Dixie Electric Membership Company _____

H. Comments

I. _____
Planning Director or Authorized Signature Date

**Instructions for Application A-13
Street Name Change**

This is a fill-able PDF. It allows the information to be entered into the application while online by tabbing through the form and entering applicable information. You will need Adobe Acrobat Reader 6.0 or greater. The form is designed to allow you to save it and/or make further changes in it if you wish.

After filling out the form, please print page 1 and sign it and submit it to the Planning Commission office by fax, Email (scanned) or in person.

If you do not wish to use the fill-able feature, you may print the blank form and type or print legibly with ink.

<i>Number</i>	<i>Item</i>	<i>Explanation</i>
1.	Name of Applicant	Your name, a person's name, the name of the person who will sign as applicant in item 10 (i.e. John Doe, Mary Jones).
	Daytime Telephone	Telephone number where you may be reached Monday through Friday between 8:00 a.m. and 5:00 p.m.
	E-mail Address	Your current Email address, if available.
	Business (if applicable)	If you are submitting this application as a representative of a business, put the name of the business here. If you are not submitting this application as a representative of a business, leave blank.
	Address/City/State/ZIP	Your current mailing address.
2.	Name of Existing Street (s)	Identify the name of the existing street for which this application is requesting to change the name "From".
3.	Name of Proposed Street (s)	Identify the name of the proposed street for which this application is requesting to change the name "To".
4.	Specific reason for the change	Give the specific reason for requesting the street name change (e.g. In memory of a deceased individual)
5.	Number of property owners	Specify the number of property owners affected by this requested street name change and complete the attached petition form.
6.	Petition for Street Name Change	Complete the attached petition for Street Name Change. The petition must include the list of abutting property owners, signature(s) of property owners, property legal description and address of each abutting property owner.
7.	Number of lots abutting street	Specify the number of lots abutting the subject street
8.	Acknowledgement	The applicant shall sign, print name and date the application. The application fee is nonrefundable.