



Planning & Zoning Process

NEW starting October 24, 2025

This brochure summarizes the process for all planning and zoning applications - both administrative and public hearing cases. This process strives to balance the needs of the applicant, staff, and the public, in a transparent, efficient, and fair manner.

A graphic illustration of this process and advertising deadlines for public hearings are on the back of this sheet.

Application and Technical Review

Applicants are encouraged to contact a city planner before applying to understand application requirements.

Applications are accepted at any time - **no application deadline.**

Within 1 business day of receiving an application, a planner will determine if an **application is complete**. Once complete, including submission of related applications if required and payment of fees, the application will be scheduled for an Application Review Meeting (ARM) at least 5 business days away. The ARM is weekly, generally Wednesday.

At the **ARM**, the applicant and staff will have an informal discussion to ask and answer questions and exchange information. No formal comments will be given. If during this informal discussion it is discovered that application information is missing or must be substantially changed, the application will not proceed to the next step of full technical review until that information is submitted.

After the ARM and receipt of additional or revised information, if required, Development Review Committee (DRC) members will conduct a **full technical review**. This review will be no more than 7 business days, except cases that require an Offsite Drainage Assessment (ODA) or Traffic Impact Analysis (TIA) will be no more than 15 business days. During the full technical review, DRC members will strive to identify all technical issues that must be addressed. If no comment is received by the end of the review period, it will be taken that the reviewer had no comments.

Within 2 business days of completion of the full technical review, the planning director - in coordination with DRC members and based on the extent and nature of outstanding technical review comments - will **determine the next step** for the case - either:

- Advance to the Decision Phase; or
- Undergo another full technical review.

If the case must undergo another full technical review, it will begin once the applicant submits complete revisions. During subsequent reviews, DRC members reserve the right to identify issues not identified during previous reviews, but will make every effort to be thorough and expeditious. Full technical reviews will generally be limited to three.

Decision Phase

For **administrative cases**, within 5 business days, the planner will document the case in a staff report and issue a decision letter.

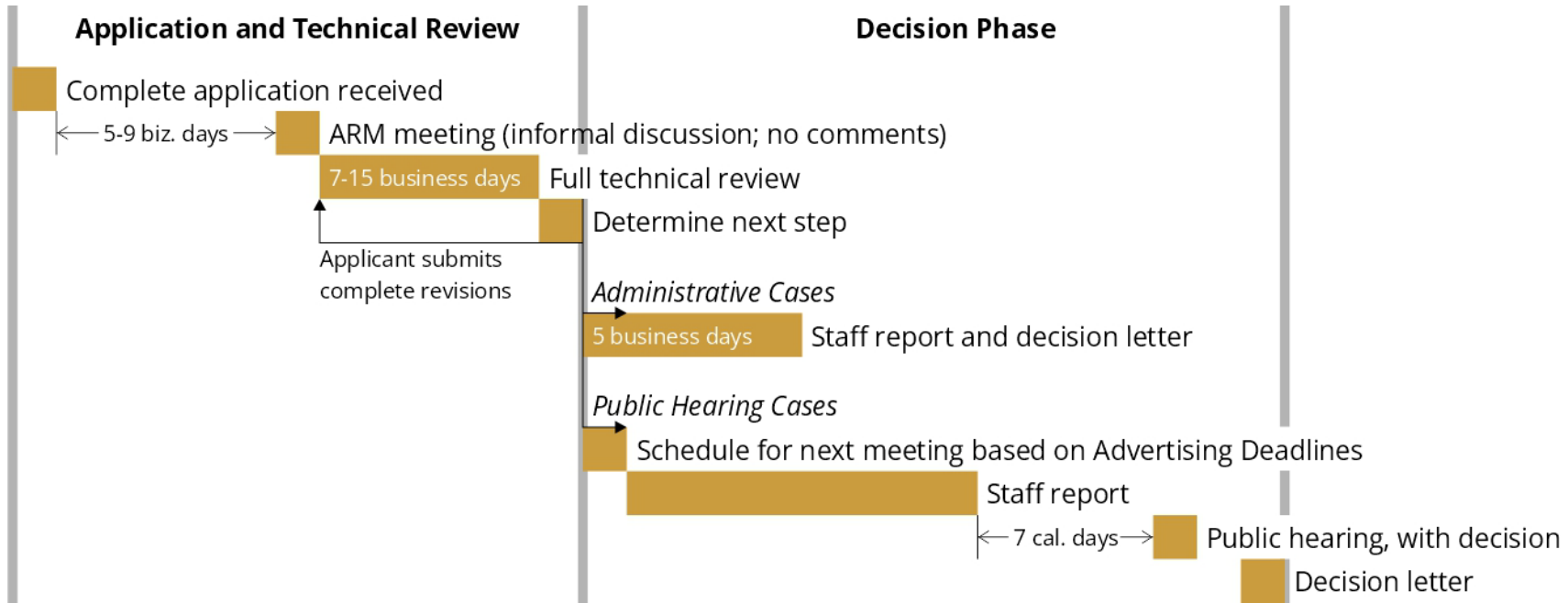
For **public hearing cases**, the case will be scheduled for the next meeting based on **advertising deadlines**. The planner will prepare a staff report with staff recommendations. Failure to timely prepare and publish the staff report shall not delay the public hearing. After the applicable entity has decided on the case, the planner will issue a decision letter.



2025.12.01

Services proudly provided by the Institute for Building Technology and Safety

MUNICIPAL SERVICES CENTER
11207 Proverbs Ave, St. George, LA 70816
StGeorgeLA.gov | p: 225-228-3200



Advertising Deadlines for 2026 Public Hearings

Board of Adjustment

Advertising Deadline	12/16/25	1/13	2/10	3/17	4/14	5/12	6/16	7/14	8/18	9/15	10/13	11/17	12/15
Public Hearing	1/5	2/2	3/2	4/6	5/4	6/1	7/6	8/3	8/31	10/5	11/2	12/7	1/4/27

Planning & Zoning Commissions

Advertising Deadline	12/16/25	1/13	2/10	3/17	4/14	5/12	6/16	7/14	8/18	9/15	10/13	11/17	12/15
Public Hearing	1/5	2/2	3/2	4/6	5/4	6/1	7/6	8/3	8/31	10/5	11/2	12/7	1/4/27



2025.12.01

Services proudly provided by the Institute for Building Technology and Safety

MUNICIPAL SERVICES CENTER
 11207 Proverbs Ave, St. George, LA 70816
 StGeorgeLA.gov | p: 225-228-3200