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James B. Cantrelle, Parish President

DEPARTMENT OF PERMITS & INSPECTIONS

NEW COMMERCIAL TOWERS-\$600.00 Flat Fee CABINET / ANTENNA'S / MICROWAVE DISHES or GENERATOR Site Additions \$200.00 each with a maximum of \$600.00 Per Site

NOTE: Commercial Jobs over \$50,000 must be applied for by the general contractor.

Permit Application Checklist:

- Verify address with Kyra Hendrix at (985) 537-7603
- Complete PERMIT APPLICATION (*found on our website*)
- Flood Zone Determination

NOTE: If Flood Zone is unknown, contact Darla Duet at (985)537-7603.

- 1st Elevation - site/ground
- Final Elevation - Elevation is required before project receives Certificate of Compliance & for Electric to site.

Note any site additions must meet current elevation requirements.

- Generator/Microwave Dish, etc. will need complete set of Plans.
- Need structural analysis report for all tower additions.
- Site Plan showing where Site Addition will be placed on platform etc.
- Copy of Contract & License for Site Addition(s)

- 1 Complete Set of *Stamped Engineered Plans (11" X 17")* for Tower & Foundation.
Plans also need to be stamped by State Fire Marshal.
- Fire Marshal Letter for new tower (*must be less than 180 days old*)
- APPROVAL FROM (FAA) FEDERAL AVIATION ADMIN. (FOR TOWER IF APPLICABLE)
- Site Plan (*drawing showing location of TOWER on lot, lot size & dimensions on all sides,*

Distance of TOWER from all property lines, and INCLUDING ANY OTHER STRUCTURES)

- Land Verification & Parcel Number / Lease Agreement for NEW TOWER
- Copy of Contractor's License
- Valid and True Copy of Contract of Project
- Piling Engineering Plans if pilings are needed
- Contact CZM** (Amanda Voisin for information to determine if a Coastal Use Permit is necessary for new Tower. (985-493-661

SIGNATURE OF APPLICANT _____ DATE _____

James B. Cantrelle	Parish President	James Bourgeois	District 5
Jerry Jones	District 1	Corey Perrillieux	District 6
Luci Sposito	District 2	Armand Autin	District 7
Michael Gros	District 3	Jerry LaFont	District 8
Aaron "Bo" Melvin	District 4	Daniel Lorraine	District 9